

Judicial Information Systems

District Court System

Administrative User Guide



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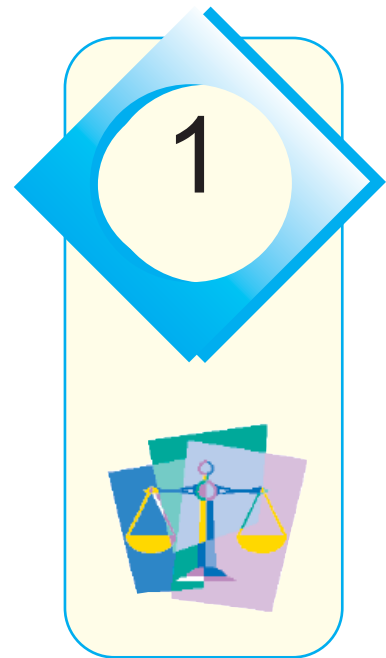
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Administrative Sign On

In this chapter you learn how to work with the Administrative Sign On. This includes setting up security records, maintaining your system file, creating and updating cashiers, printer maintenance for AFP/HPT printers, warrant and ticket upload authority, updating and printing the SOS code file and use of the professional file reassignment. Also included are Output Queue, printing options, submitted jobs, and printer messages.



User and Password

At the AS/400 Sign On screen:

- 1) In the *User* field, type in the court ID followed by ADMIN, i.e. D1500ADMIN.
- 2) Type the password. (Typically known to the Court Administrator.)
- 3) Press **ENTER**.

```
                                Sign On
Michigan Supreme Court          System . . . . . : OSMSOUTH
State Court Administrative Office Subsystem . . . . . : QINTER
Judicial Information Systems    Display . . . . . : MARIEHC
```

```

User . . . . . D1500ADMIN
Password . . . . . █
```

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System File and Program Authority Update

The menu displayed below will appear after using the Administrative Sign-on.

System File and Program Authority Update

2004/1 DCS

1. Security/Program Access
2. System File Inquiry/Update
3. Authorized Cashiers & Passwords
4. AFP/HPT Printer Maintenance
5. Warrant/Ticket Upload to Case Entry Authority
6. SOS Code File Update
7. SOS Code File Print
8. Professional File Reassignment

■ Enter Selection

Enter-Continue F24-Previous Menu

Menu Overview

District Selection & Operator Menu Options		
#	Description	Purpose
1	Program/Menu Access Authority	Create, update and maintain access to all modules for each user profile. This also allows the court to define the name to appear on the Clerk field when printing various forms. Printer output may also be controlled here.
2	System File Inquiry/Update	Stores the court address, phone numbers and printers used on various reports and forms. This is also where the abstract, ORI numbers and Signature Line information for Abstracts and FACs is stored.
3	Authorized Cashiers/Passwords	Define or update users and passwords to function as cashier(s).
4	AFP/HPT Printer Maintenance	Court may define a laser printer as an AFP/HPT printer. This will produce forms closely resembling those in the SCAO Approved Forms Book.
5	Warrant/Ticket Upload to Case Entry Authority	Grant individual user profiles the ability to upload complaint and warrant information for the prosecutor's office or upload tickets from a police agency.
6	SOS Code File Update	Contains ALL the SOS codes for the court. This file controls the types of notices to generate for each charge. It also determines whether the offense qualifies to be reported on different administrative reports.
7	SOS Code File Print	Prints all the offenses and criteria set in the SOS Code File Update.
8	Professional File Reassignment	Allows court to reassign cases in a batch from one professional or badge number to another.

Program/Menu Access Authority

Select **Option 1** (Security/Program Access a security record for each user. This allows the court administrator or designee to limit users from viewing, updating or deleting in certain modules or code files. This must be set up to allow users access to the District Court Software. The security may be changed as necessary. After selecting **Option 1**, the following screen will appear with blank fields.

District Court Program/Menu Access Authority
User ID Selection

Secure User ID: D1500DCS
User Name : DIANE C SMITH
Form Signature: D. SMITH

(PRESS ENTER TO UPDATE)

F5-Work Outq F9-Print All F10-Detail F23-Delete F24-Previous Page/Roll

Enter the User ID and name of the person that is being secured. The Form Signature line is what will print on the clerk line of any form generated by the system and is *optional*. Once the information has been filled in on the screen, press **ENTER** to update the user name and form signature line.

You may print the security file for all users by pressing F9. This printout will go to the Traffic/Criminal Default printer output queue, as specified in your system record (see page 1-6) and can be retrieved by pressing F5 from this screen.

Press F10 to view, add and/or update a security record. To delete a user from the security file, type the user ID on the Secure User ID field and press F23. Press F23 again to confirm the delete.

After pressing **F10**, the following screen will appear:

User Id: <u>D9990DCS</u>		DISTRICT COURT PROGRAM ACCESS		1 of 7
Outq: _____		Authorize Same Authority as User Id: _____		
Module Access	Y Cash Y Traffic/Criminal	Y Civil	Y Probation	
Cash Programs	Y Cash Online Y Reports	Y Code Files Print Y Report Generator	Y Code Files Update Y Web Cash	
Imaging	Y Image Scan	Y Image View		
Miscellaneous	Y CHR Update	Y Warrant Entry		
Enter-Update	F9-Print User	Page/Roll	F24-Previous Menu	

If a user moves from desk to desk and you would like their output to go to one specific printer, type that printer name in the Outq field, i.e. PRT02. Otherwise, leave it blank. When first implementing security for a user, you will need to page through all seven screens in this file and decide which modules, screens or options you want the user to be able to access. Change any field to "N" (no) to deny the user access. When you have finished updating a user, press **ENTER**. *Upon pressing enter, a message will appear verifying that a user has been updated.*

If you have set a security file on a particular user, you may "copy" the same security profile for another user by typing in the secured User's ID in the Authorize Same Authority as User Id field and pressing **ENTER**.

System File Inquiry/Update

This file is set up before implementation and contains the court address, phone numbers, abstract number, ORI number and Abstract/FAC/RLF/NOA signature line information. It also displays the court identification, caseload identification and system printers.

Option 2 (System File Inquiry/Update) is where the software retrieves the court address and phone numbers to print on various forms. Designated printers are stored in this file to allow the Traffic/Criminal forms to go to a specific printer while Civil forms may go to another printer. Other printers that may be set up in this file would be specific for labels, ROAs and restricted licenses/NOAs (if printing on the form DS1-22, instead of 8x11 plain paper).

5/10/04 14:49:06				
System File Inquiry & Update				
99TH Judicial District				
Address <u>27777 SUNNY LAKE LANE STE 1300</u>		Caseload Court ID <u>D99</u>		
City <u>HAPPY VILLAGE</u>	State <u>MI</u>	County <u>HAPPYVILLE</u>		Zip <u>47777</u>
Phone <u>111 9990000</u>	General <u>111 9991111</u>	Traffic <u>111 9992222</u>	Criminal <u>111 9993333</u>	Civil <u>111 9994444</u>
Abstract Number <u>021D</u>		ORI Number <u>630995J</u>		
Signature Line <u>WYLE E. COYOTE, CT ADMIN.</u>				
Court <u>9990</u>	Second Court Location <u>1</u>		Third Court Location <u>2</u>	
Printers	TC/Default <u>PRT01</u>	Civil <u>PRT04</u>		
	TC/Roa <u>PRT02</u>	Labels <u>PRT03</u>	Civil/Roa <u>PRT05</u>	Rest Lic/NOA _____
Enable Unattended Backup <u>Y</u>				
Enter-Update F24-Previous Menu				Help

Field Descriptions System File Inquiry/Update	
Name	Description
Address	The address of the court. This will appear on all forms and reports printed.
Caseload Court ID	The Court ID number assigned by SCAO that is associated with uploading caseload data to the web.
County	The county the caseload and transmittal are reporting for.
Phone	A phone number for each division may be specified and will appear on printed forms. The court also has the option to only use the General number field. <i>The General number field is a required field even if the court chooses to also identify divisions individually.</i>
Abstract Number	The number assigned by Secretary of State to identify the court submitting abstracts, FAC/FCJ/FCPV, Restricted Licenses or NOAs.
ORI Number	The number assigned by State Police to identify the court submitting or retrieving anything to do with LEIN/CHR. It also prints on various forms.
Signature Line	The name on the signature line will be retrieved for Abstracts, FACs, Restricted Licenses and NOAs.
Court	The court number as assigned by statute.
Second/Third Court Location	This field to used to identify a multiple site court location.
Printers	The printer identification for specific divisions and purposes identified.
TC/Default	This is the main printer for all traffic/criminal daily date generated notices. Reports requested via the Reports Menu will also be directed to this printer.
Civil	This is the main printer for civil daily date generated notices. If the field is left blank, civil daily date generated notices will default to the TC/Default printer.
TC/Roa	The printer for all traffic/criminal batch ROAs. This allows the court to request the Traffic/Criminal ROAs anytime of day and they will print without having to answer messages to load the form. If left blank, all ROAs will default to the TC/Default printer.

Labels	The printer for all labels, traffic/criminal or civil. This allows the court to keep labels loaded in the printer and when labels are requested, they will go to a ready status and print without answering messages to load the form. If the field is left blank, labels will default to the TC/Default or Civil printer.
Civil/Roa	The printer for all civil batch ROAs. This allows the court to request the Civil ROAs anytime of day and they will print without having to answer messages to load the form. If the field is left blank, the ROAs will default to the Civil or TC/Default printer.
Rest Lic/NOA	The printer for the Restricted License forms (DS-21). <i>Note: If printing Restricted Licenses or NOAs on 8x11 paper, do NOT indicate a printer in this field.</i>
Enable Backup	Refers to the courts ability to backup data. This field will always default to "Y" (yes).

Setting Up Authorized Cashiers and Passwords

Before the Cash system will allow a cashier to process cash transactions, that cashier must have an authorized password. These passwords will be set up at the time of implementation. The Court Administrator will be given the Administrative Sign-on and password to update the cashier passwords as necessary.

The menu displayed below will appear after using the Administrative Sign-on. Select **Option 3** (Authorized Cashiers and Passwords) and press **ENTER**.

System File and Program Authority Update

2004/1 DCS

1. Security/Program Access

2. System File Inquiry/Update

3. Authorized Cashiers & Passwords

4. AFP/HPT Printer Maintenance

5. Warrant/Ticket Upload to Case Entry Authority

6. SOS Code File Update

7. SOS Code File Print

8. Professional File Reassignment

Enter Selection

Enter-Continue

F24-Previous Menu

After selecting **Option 3**, the following screen will appear:

Authorized Cashiers			
Cashier Initials	Name	Password	
<u>OMH</u>	<u>MARIE</u>		

Enter-Inquiry	F1-Clear Screen	F2-Add	F3-Update	
F5-Display Passwords	F23-Delete	F24-Previous Menu	Page/Roll	

Enter the initials, name and password, which will not display on the screen, of the cashier that is being authorized to process cash transactions. The password may not be the same as the cashier's initials or the same initials of any user profile on the system. A cash password can be numeric, alphabetic or a combination of both.



After this process is complete, cashier(s) must Open for Day to begin processing cash transactions.

AFP/HPT Printer Maintenance

The menu displayed below will appear after using the Administrative Sign-on. Select **Option 4** (AFP/HPT Printer Maintenance) and press **ENTER**.

System File and Program Authority Update

2004/1 DCS

1. Security/Program Access

2. System File Inquiry/Update

3. Authorized Cashiers & Passwords

4. AFP/HPT Printer Maintenance

5. Warrant/Ticket Upload to Case Entry Authority

6. SOS Code File Update

7. SOS Code File Print

8. Professional File Reassignment

4

 Enter Selection

Enter-Continue F24-Previous Menu

This option allows a court to add/change/delete/view printers set up for Advanced Function Printing or Host Print Transform (AFP/HPT). AFP/HPT is a printing feature that produces forms that more closely resemble the pre-printed forms in the SCAO Approved Forms Book.

JIS supports the AFP feature if:

- You have a IPDS (Intelligen Printer Data Stream) laser printer and have loaded the latest CUM PTF tape from IBM

JIS supports the HPT feature if:

- Your operating system is at OS400 4.4 or greater (See page 1-15)
- You have a laser printer that is a:
 - Lexmark
 - IBM
 - Hewlett Packard

The manufacturer type and model is listed in the device description for your printer. See pages 14-21, of this chapter, for instructions on printer HPT setup. If your printer is physically attached to a PC, you **MUST** use Client Access.

The printer/output definition is used by the District Selection and Operator Menu to determine whether the selected Printer Writer/Output Queue is an IPDS AFP (Intelligent Printer Data Stream Advanced Function Printer) printer or not. If a record exists with the printer/output queue name, the printer will print AFP or HPT. If a record does not exist with the printer/output queue name, the printer will not print the AFP or HPT forms.

To add, change or view an AFP/HPT printer, select **Option 4** and press **ENTER**. The window displayed below will appear.

System File and Program Authority Update 2004/1 DCS

1. Security/Program Access

2. System File Inquiry/Update

AFP Outq Selection OSMXCSTDB

Position to: _____

2=Change 4=Delete 5=Display

Opt	Outq	Description	Down	Across	y
█	PRT02	LOCATED COMPUTER ROOM			
—	PRT04	LOCATED BY SHREDDER	00.16	00.25	
—	PRT11	LOCATED UPFRONT	00.16	00.20	
—	PRT99	LOCA-TRNG RM IBM4039 IP ATTCHD	0.160	0.250	
—	PT	AFP OUTQ	0.200	0.180	
—	RROUTQ	RICK'S OUTQ			
—	SEAN	SEAN'S OUTQ			

Bottom

F3=Exit F6=Add Roll/Page

Enter-Continue F24-Previous Menu

You may use the options in the window simply by typing the corresponding number that applies in the option field, i.e. 2 if you wish to change a printer description, 4 to delete or 5 to display only. Press **ENTER** after typing your option.

After pressing **ENTER**, the following screens will appear:

System File and Program Authority Update
2004/1 DCS

1. Security/Program Access

2. System Fi

AFP Outq Detail

Outq: PRT11

Description:
LOCATED UPFRONT

Offset Down:
00.16

Offset Across:
00.25

F3=Exit

AFP Outq Selection

Position to: _____

2=Change 4=Delete 5=Dis

Opt	Outq	Description
—	PRT02	LOCATED COMPU
—	PRT04	LOCATED BY SH
<u>2</u>	PRT11	LOCATED UPFRONT
—	PRT99	LOCA-TRNG RM
—	PT	AFP OUTQ
—	RROUTQ	RICK'S OUTQ
—	SEAN	SEAN'S OUTQ

F3=Exit F6=Add

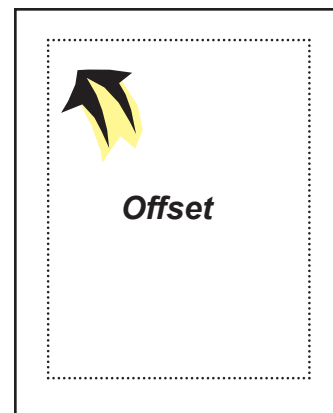
Enter-Continue F24-Previous Menu

Offset refers to the distance in inches where printing should start on the page relative to the edge of the paper.

IPDS printers do not use the offset values. These fields **MUST** be left blank.

For HPT printers, we suggest using **0.16 down** and **0.25 across**. These settings may need to be adjusted based on your type of printer. Values cannot exceed 57.79

To change from an AFP/HPT printer to a non-AFP/HPT printer, delete the printer record.



Type over any information you wish to change, press **ENTER** and then F3 to exit the prompt window.

To check the version of your Operating System:

- Sign on with QSECOFR. (*Password known to Court Administrator*)
- At the command line type: **DSPPTF**; press **ENTER**
- The Operating system and release version are located on the screen to the right of "Release of base option." For example: V5R1M0 stands for Version 5, Release 1, Modification 0. *See sample on page 1-18.*

If the Release of base option is not V4R5M0 or greater, F3 to Exit and STOP. JIS does not support...

If the Release of base option is V4R5M0 or greater, F3 to exit and continue with the next step below.

To check your printer's device description for the manufacturer type and model and the status of Host Print Transform:

- At a command line type: **DSPDEVD xxxxx *PRINT** (where xxxxx is the name of the printer, i.e. PRT03); press **ENTER**.
- This will create a printout of the device information for that printer. Review the printout. **Do not lose or destroy!**
- At a command line type: **WRKDEVD xxxx** (where xxxxx is the name of the printer, i.e. PRT09); press **ENTER**. (*See Sample on page 1-18*)
- Type a '2' in front of the printer name; press **ENTER**. (*See page 1-19*)
- Check the values in the fields identified as:
Host Print Transform (TRANSFORM) and
Manufacturer type and model (MFRTYPMDL); Press **F11** to see Key-words.
- If the Host Print Transform option is *YES, and the Manufacturer type and model value matches your printer, press **F3**-Exit and return to page 1-12 of this manual to continue printer setup.
- If the Host Print Transform option is *NO, continue to the next step below
- Position cursor to 'Manufacturer type and model' and press **F4**-Prompt
- Page through to see if the printer is listed; note exact description



Note: To determine if the printer is listed, use the printer make and model and match it to the list that is displayed when the cursor is placed on the Manufacturer type and model field and **F4** is pressed. Paging through the list, find the manufacturer first and then match the model number. (Example: You own a Lexmark 4039 10D Plus and a Lexmark Optra R. Searching the list, you will find *LEXOPTRA and *IBM4039HP. Pressing the **F1** key will further identify the printer description. Lexmark manufactured printers for IBM for a short period of time, so in this example, use the *IBM4039HP and *LEXOPTRA for above printers. The **HP** at the end of *IBM4039HP means that the printer must be in HP mode in order to function correctly. Check the printer manual for setup instructions.)

- Press **F3** to Exit

If the printer is not listed, this feature is not available. **STOP!**

If the printer is listed, continue to the next step below.

To change to Host Print Transform, if the printer is NOT attached to a PC:

- First end the printer/writer by typing on a command line:
ENDWTR xxxx *IMMED (where xxxx is the printer name for the following steps).
- Type **WRKCFGSTS *DEVxxxx**; press **ENTER**.
- Type a '2' in front of printer name to 'Vary Off'.
- Go back to **WRKDEVD xxxx**; press **ENTER**.
- Type a '2' in front of printer name; press **ENTER**.
- Change ***NO** to ***YES** on Host Print Transform.
- Enter printer type and model on Manufacturer type and model, i.e.
***IBM4039HP**; press **ENTER**.
- Type **WRKCFGSTS *DEV xxxx**; press **ENTER**.
- Type a '1' in front of printer name to 'Vary On'; press **ENTER**.
- Press **F3** to Exit.
- Type **STRPRTWTR xxxx**; press **ENTER**.
- All terminals using that printer should be signed off and signed back on.

To change to Host Print Transform if the printer is attached to a PC, configure through Client Access. If you are using Windows, the following steps should apply, otherwise, contact your Data Processing Department.

Using the Client Access printer session, the session which displays the
READY
JOB IN PROCESS
ON LINE
printer statuses:

- Click once on *Communication*
- Click on *Configure*
- Click on *Printer Setup*
- Click on *Transform print data to ASCII on AS/400*
- Select printer model
- Click *OK*

This completes the AS/400 printer setup. You must setup the DCS software using the Administrative Sign-on, menu **Option 4** - AFP/HPT Printer Maintenance. (See page 1-12.)

JIS On-line Courts should contact Operations at 1-800-572-1116 for assistance.

Display PTF Status		System: OSMSOUTH
Product ID : 5722999	
IPL source : ##MACH#B	
Release of base option : V5R1M0 L00	
Type options, press Enter.		
5=Display PTF details 6=Print cover letter 8=Display cover letter		
Opt	PTF ID Status	IPL Action
■	TL03175 Temporarily applied	None
—	TL03147 Superseded	None
—	TL03007 Permanently applied	None
—	TL02134 Superseded	None
—	TL02071 Superseded	None
—	TL02036 Superseded	None
—	TL01302 Superseded	None
—	TL01254 Superseded	None
—	TL01226 Superseded	None
		More...
F3=Exit F11=Display alternate view F17=Position to F12=Cancel		

Sample 1: Checking the version of the Operating System

Work with Output Queue

Queue: PRT09 Library: QUSRSYS Status: RLS/WTR

Type options, press Enter.
1=Send 2=Change 3=Hold 4=Delete 5=Display 6=Release 7=Messages
8=Attributes 9=Work with printing status

Opt File User User Data Sts Pages Copies Form Type Pty
(No spooled output files)

Parameters for options 1, 2, 3 or command
===> wrkdevd prt04

F3=Exit F11=View 2 F12=Cancel F20=Writers F22=Printers
F24=More keys

Bottom

Sample 2: The command referenced to check the printer's device description

Work with Device Descriptions

System: OSMSOUTH

Position to Starting characters

Type options, press Enter.
2=Change 3=Copy 4=Delete 5=Display 6=Print 7=Rename
8=Work with status 9=Retrieve source

Opt	Device	Type	Text
<u>2</u>	PRT04	3812	HP 5 in Hallway, outside Greg's office

Parameters or command

Bottom

===> █

F3=Exit F4=Prompt F5=Refresh F6=Create F9=Retrieve F12=Cancel
F14=Work with status

Sample 3: Typing '2', to change and pressing ENTER displays the manufacturer type and model

Change Device Desc (Printer) (CHGDEVPRT)

Type choices, press Enter.

Word length	<u>8</u>	*SAME, *TYPE, 7, 8
Type of parity	<u>*NONE</u>	*SAME, *TYPE, *EVEN, *ODD...
Stop bits	<u>1</u>	*SAME, *TYPE, 1, 2
Host print transform	<u>*YES</u>	*SAME, *NO, *YES
Manufacturer type and model . .	<u>*HP4</u>	
Paper source 1	<u>*LETTER</u>	*SAME, *MFRTYPMDL, *LETTER...
Paper source 2	<u>*NONE</u>	*SAME, *MFRTYPMDL, *LETTER...
Envelope source	<u>*NONE</u>	*SAME, *MFRTYPMDL...
ASCII code page 899 support . .	<u>*NO</u>	*SAME, *NO, *YES
Image configuration	<u>*NONE</u>	*SAME, *NONE, *IMGA01...
Character identifier:		
Graphic character set	<u>*SYSVAL</u>	1-32767, *SAME, *SYSVAL
Code page	<u> </u>	1-32767

More...

F3=Exit **F4=Prompt** F5=Refresh F10=Additional parameters F12=Cancel
F13=How to use this display F24=More keys

Sample 4: View 1 of the printer's description

Position cursor to Manufacturer type and model and press F4

Specify Value for Parameter MFRTYPMDL

Type choice, press Enter.

Type : CHARACTER
Manufacturer type and model . . *IBM4039

*SAME	*IBM39303
*IBM2380	*IBM4019
*IBM2381	*IBM4019HP
*IBM2390	*IBM4029
*IBM2391	*IBM4029HP
*IBM3112	*IBM4037
*IBM3116	*IBM4039HP
*IBM3130	*IBM4070
*IBM3812	*IBM4070EP
*IBM3816	*IBM4072
*IBM3912HP	*IBM4076
*IBM3916HP	*IBM42011
*IBM39302	*IBM42012

+

F3=Exit F5=Refresh F12=Cancel F13=How to use this display F24=More keys

Sample 5: View 2 of displaying the printers description (manufacturers type and model)

Find printer, type in printer description of Manufacturer type and model line as shown above and press ENTER

Change Device Desc (Printer) (CHGDEVPRT)

Type choices, press Enter.

Word length	<u>8</u>	*SAME, *TYPE, 7, 8
Type of parity	<u>*NONE</u>	*SAME, *TYPE, *EVEN, *ODD...
Stop bits	<u>1</u>	*SAME, *TYPE, 1, 2
Host print transform	<u>*YES</u>	*SAME, *NO, *YES
Manufacturer type and model	<u>*IBM4039HP</u>	(printer type_model as listed)
Paper source 1	<u>*LETTER</u>	*SAME, *MFRTYPMDL, *LETTER...
Paper source 2	<u>*NONE</u>	*SAME, *MFRTYPMDL, *LETTER...
Envelope source	<u>*NONE</u>	*SAME, *MFRTYPMDL...
ASCII code page 899 support	<u>*NO</u>	*SAME, *NO, *YES
Image configuration	<u>*NONE</u>	*SAME, *NONE, *IMGA01...
Character identifier:		
Graphic character set	<u>*SYSVAL</u>	1-32767, *SAME, *SYSVAL
Code page	<u> </u>	1-32767

More...

F3=Exit F4=Prompt F5=Refresh F10=Additional parameters F12=Cancel
F13=How to use this display F24=More keys

If the printer is **not** attached to a PC:

- Vary off printer using **wrkcfgsts**
- Change Host print transform to *yes and Manufacturer type and model to the correct printer type & model, as indicated in above sample

If the printer **is** attached to a PC, configure through *Client Access:

- Click once on Communication
 - ~ Click on configure
- Click on Printer
 - ~ Click on Printer Setup
- Click/Check the box indicated as Transform print data to ASCII on AS/400
 - ~ Select printer model
 - ~ Click on OK

***If your court is NOT running Client Access you will have to contact your Data Processing Department for assistance.**

Warrant/Ticket Upload to Case Entry Authority

The menu displayed below will appear after using the Administrative Sign-on. Select **Option 5** and press **ENTER** to continue.

System File and Program Authority Update	2004/1 DCS
1. Security/Program Access	
2. System File Inquiry/Update	
3. Authorized Cashiers & Passwords	
4. AFP/HPT Printer Maintenance	
5. Warrant/Ticket Upload to Case Entry Authority	
6. SOS Code File Update	
7. SOS Code File Print	
8. Professional File Reassignment	
5 Enter Selection	
Enter-Continue F24-Previous Menu	

This option allows the court to grant authority to certain users to upload ticket information from a police agency or complaint information from the prosecutor office, as well as send bindovers to the circuit court.

After selecting **Option 5**, the following screen will appear:

HAPPY VILLAGE
Warrant/Ticket Upload to Case Entry Authority

Position to User ID: _____

D=Del	-----Authorized to-----	
Opt User ID	Tkt Upload (Y/N)	Warrants (Y/N)
— D9990BKD	Y	Y
— D9990DCS	Y	Y
— D9990KJS	Y	Y
— D9990LAM	Y	Y
— D9990MH	Y	Y
— D9990RON	Y	Y
— LARRY	Y	Y
— 	N	N
— _____	N	N
— _____	N	N
— _____	N	N
— _____	N	N
— _____	N	N
— _____	N	N
— _____	N	N

F24-Exit
Roll/Page
Help
Bottom

To grant authority to a user, type in the User ID. Then change the “N” (no) to “Y” (yes), to allow the user to either upload tickets and/or upload complaints from the prosecutor’s office and press **ENTER**.

To change authority to allow or disallow, type over the “Y” and make it “N”, or type over the “N” and make it “Y”.

To delete a user’s authority, type “D” in the Opt field and press **ENTER**.

SOS Code File Update and Print

The SOS Code File Update, **Option 6**, contains all the SOS codes for the court. The SOS Code File Update determines what postcard notices are valid for certain offenses, whether an abstract should be produced, what type of abstract (A, B, S) is required, whether the offense qualifies for certain administrative reports and whether license sanctions could be taken. This file should be updated by the court as new offenses are created or as noticing requirements change on existing ones. The code must be added in this file **BEFORE** it can be referenced in the Statute File.

The file includes the effective date of the SOS code, vehicle type, offense type, description, the notice requirements with the begin and ending dates, when and by whom the code was last updated. The information regarding each individual SOS code may be modified or a new SOS code added at any time. However, a SOS code should **NEVER** be deleted unless it was added in error and **NO** statute codes reference that SOS code.

The SOS code File Print (**Option 7** from the menu) will create a list of all the existing SOS codes in the system. The printout will be sorted in numerical order.

Type an SOS code in the Code field and press **ENTER** to inquire on an existing code or scroll through the entire SOS code file by pressing page/roll keys.

SOS Code File Inquiry & Update		5/19/04 15:50:38
Code: <u>1020</u>	CODE Effective: <u>█</u>	Begin End <u>92903</u>
Vehicle Type: <u> </u>	(Blank, C=Commercial, S=Snowmobile, W=Watercraft, O=ORV)	
Offense Type: <u>A</u>	(Blank, A=Alcohol, D=Drug, M=MIP, S=Speeding P=Parking, H=Handicap Parking)	
Description: <u>COMBINED OUIL/UBAC</u>		
	Begin	End
Abstract : <u>X</u>	<u> </u>	<u> </u>
Audit Abs: <u>X</u>	<u>10192</u>	<u> </u>
FAC : <u>X</u>	<u> </u>	<u> </u>
FCJ : <u>X</u>	<u> </u>	<u> </u>
FCPV : <u> </u>	<u> </u>	<u> </u>
14D : <u>X</u>	<u> </u>	<u>123191</u>
NNC : <u>X</u>	<u>10192</u>	<u> </u>
Susp/Rest: <u>X</u>	<u>10192</u>	<u>93099</u>
Last Chgd: <u>09/19/2003</u>		Chgd By: <u>JIS</u>
Enter-Inquiry F1-Clear Screen F2-Add F3-Update F23-Delete F24-Previous Menu Roll-Page		


Field Descriptions SOS Code File Update	
Name	Description
Code	The SOS offense code.
Code Effective	The date the SOS code became effective by statute and/or the date the SOS code was no longer valid.
Vehicle Type	This field is to specify if the SOS code is only valid for certain vehicle types, e.g. SOS code 8000 would have a vehicle type of "S" for snowmobile.
Offense Type	Use this field to indicate of the SOS code is specifically an Alcohol, Drug, Minor in Possession, Speeding, Parking or Handicap Parking code. For example SOS code 1360 should have "M" indicating that is a MIP SOS code.
Description	The description of the SOS code, e.g. Careless Driving.
Abstract	An "X" indicates the SOS code is valid to receive an abstract. The Begin/End dates indicate when the code became eligible to receive or not receive an abstract. The date fields for Begin/End only need to be filled in if the abstracting requirements have changed.
Audit Abs	Type an "X" if the SOS code requires an audit abstract, e.g. 1025, OWI. The Begin/End dates indicate when the code became eligible to receive or not receive an audit abstract. The date fields for Begin/End only need to be filled in if the audit abstracting requirements have changed. (<i>Auditable offenses are alcohol and repeat offender charges.</i>)
FAC	Type an "X" if the SOS code is eligible to receive an FAC, e.g. 1800, Reckless Driving. The Begin/End dates indicate when the code became eligible to receive or not receive an FAC. The date fields for Begin/End only need to be filled in if the FAC requirements have changed.
FCJ	Type an "X" if the SOS code is eligible to receive an FCJ, e.g. 2600, Fail to Yield. The Begin/End dates indicate when the code became eligible to receive or not receive an FCJ. The date fields for Begin/End only need to be filled in if the FCJ requirements have changed, e.g. 3200 Drove While License Suspended is valid for an FCJ as of 10/1/99.

Field Descriptions cont'd	
Name	Description
FCPV	Type an "X" if the SOS code is eligible to receive an FCPV, e.g. 3810, Handicapped Parking. The Begin/End dates indicate when the code became eligible to receive or not receive an FCPV. The date fields for Begin/End only need to be filled in if the FCPV requirements have changed.
14D	This is to indicate if the SOS code is eligible for a 14-Day notice. Place an "X" in the field for the system to generate the 14-Day notice, e.g. 1810, Careless Driving. The Begin/End dates indicate when the code became eligible to receive or not receive a 14-Day notice. The fields for Begin/End only need to be filled in if the 14-Day noticing requirements changed, e.g. 1020, OUIL/UBAC combined was no longer eligible for a 14-Day notice after 12/31/91.
NNC	This is to indicate if the SOS code is eligible for a Notice of Non-Compliance (NNC). Place an "X" in the field for the system to generate the NNC notice, e.g. 1360, Minor in Possession. The Begin/End dates indicate when the code became eligible to receive or not receive a NNC notice. The date fields for Begin/End only need to be filled if the NNC noticing requirements have changed, e.g. 1360, MIP receives a NNC as of 10/1/99.
Susp/Rest	Place an "X" in the field to indicate the SOS code is eligible for a term of suspension or restriction, e.g. 9200, Drug Crime. The Begin/End dates indicate when the code became eligible to receive or not receive a suspension/restriction license term. The date fields for Begin/End only need to be filled in if the noticing requirements have changed, e.g. 1000, OUIL is only valid to receive a license suspension/restricted term if the offense occurred on or before 9/30/99.
Last Chgd: Chgd By:	The date the code was last changed/updated and the terminal where the change was made.

Professional File Reassignment

This option allows the court to reassign cases in a batch, from one professional or badge number to another.

The menu displayed below will appear after using the Administrative Sign-on. Select **Option 8** (Professional File Reassignment) and press **ENTER**.

System File and Program Authority Update	2004/1 DCS
1. Security/Program Access	
2. System File Inquiry/Update	
3. Authorized Cashiers & Passwords	
4. AFP/HPT Printer Maintenance	
5. Warrant/Ticket Upload to Case Entry Authority	
6. SOS Code File Update	
7. SOS Code File Print	
8. Professional File Reassignment	
 Enter Selection	
Enter-Continue F24-Previous Menu	



Tip: Use this tool to reassign a judge's caseload to an incoming judge, a probation officer's caseload from a former probation officer to a new probation officer or a badge number that has been reassigned by a police agency.

The screen below will appear after pressing **ENTER**.

HAPPY VILLAGE		PROFESSIONAL FILE REASSIGNMENT			
Location 0 only					
All locations		-			
TRAFFIC/CRIMINAL CASES	From	To	OPEN CASES	CLOSED CASES	ALL CASES
Proceeding Judge	12345	10961	X	-	-
Judge of Record	_____	_____	-	-	-
Next Judge	_____	_____	-	-	-
Attorney	_____	_____	-	-	-
Prosecutor	_____	_____	-	-	-
Prob. Ofc.	_____	_____	-	-	-
Officer Badge #	_____	_____	-	-	-
Agency #	_____	_____			
CIVIL CASES					
Judge/Next Judge	_____	_____	-	-	-
Attorney	_____	_____	-	-	-
F1-Clear Screen		F4-Prompt	F24-Previous Menu	Help	

In the From field type the professional/badge number currently being used on the cases. In the To field, type the professional/badge number you wish to update onto the cases. Place an "X" to choose either open cases, closed cases or all cases. Press **ENTER** to update the cases selected.

The program will create the Professional File Reassignment list upon completion. This report will go to the system printer indicated in the System File. (See page 6).

HAPPY VILLAGE		PROFESSIONAL FILE REASSIGNMENT			
Location 0 only					
All locations					
TRAFFIC/CRIMINAL CASES	From	To	OPEN CASES	CLOSED CASES	ALL CASES
Proceeding Judge			-	-	-
Judge of Record			-	-	-
Next Judge			-	-	-
Attorney			-	-	-
Prosecutor			-	-	-
Prob. Ofc.			-	-	-
Officer Badge #			-	-	-
Agency #					
CIVIL CASES					
Judge/Next Judge					
Attorney					
Reassignment job submitted					
Press Alt/F1 for On-line HELP					
F1-Clear Screen	F4-Prompt	F24-Previous Menu	Help		

ALL of the highlighted fields are promptable fields

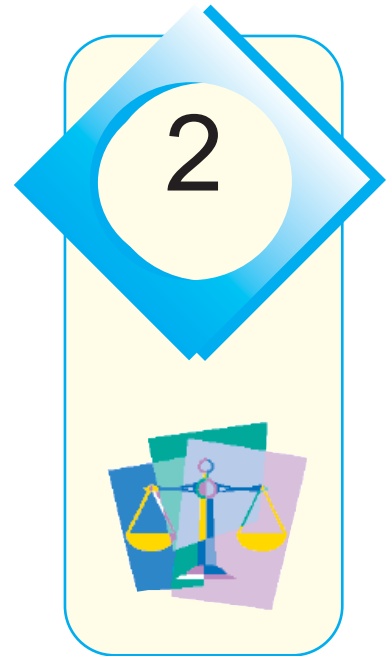
After completing your request and pressing ENTER, this message will appear.



Note: The ROA will be updated upon completion of the program, e.g. Reassigned Proceeding Jdg P-12345 to P-10961.

All Function Keys Used-Admin Sign-on	
Key	Description
F1 Clear	Clear this screen, remain on the same screen.
F2 Add	Add the record as indicated on the screen.
F3 Update	Update record as indicated.
Exit	Exit this screen without any updating of information.
F4 Prompt	With the cursor in the promptable field, display more information.
F5 Display/Hide Passwords	Reveal or hide the password for the cashier indicated.
Work Outq	Show the output queue so records may be viewed or released to print.
F6 Add	Display a blank screen to allow a record to be added.
F9 Print	Print the record displayed or all records.
F10 Detail	Show security record for user indicated.
F23 Delete	Delete the displayed record.
F24 Previous Menu/Exit	Hop to the previous menu/screen without any updating.
Enter Continue/Inquiry	Continue processing the screen/Display more information.
Update	Update record as indicated.
Page/Roll	Page up/down keys will move you to another screen.
Help	Pressing the HELP key (Alt/F1 on a PC) will give you more information about the screen and/or options.

Purge



In this chapter you learn how to work with the Purge Program. This includes creating pre-lists to determine what criteria to use for actual purge, purging actual records and working with the indices created by the purge program.

Purge Overview

The Purge Sign-On provides the means to purge records to increase space for the processing of files on your system. You may also run a pre-list to see how many records would meet your purge criteria. Pre-lists can be created while users are signed on and updating files. The actual Purge requires **ALL** users to be signed **OFF**.

Before you begin the purge process, make sure that:

- You have done an Entire System Save
- All other District Court Processing has ended
- No one signs on until the purge has **COMPLETED**
- A scheduled backup does **NOT** run during the PURGE
- A scheduled power down does **NOT** occur during the PURGE



CONTACT JIS FOR ASSISTANCE BEFORE YOU RUN THE ACTUAL PURGE

Accessing Purge Selections

User and Password

At the AS/400 Sign On Screen:

- 1) In the *User* field, type in the court ID followed by PURGE, i.e. D9900PURGE.
- 2) Type in the password. (Typically known to the Court Administrator.)
- 3) Press ENTER.

The following screen will be displayed:

HAPPY VILLAGE	DISTRICT COURT SYSTEM PURGE SELECTION						
Purge Current Traffic/Criminal and/or Civil Files — Pre-List (Count Only) — Pre-List by Case Number (Includes Count) — Purge							
<hr/> — Reproduce Purge Indices from Previous Purge Run — Copy Purge ROA's and/or Indices to Microfiche Tape — Purge History — Purge Bond & T/A — Purge Abstracts — Purge FAC/FCJ/EP							
	<table border="1"> <tr> <td>System space</td> <td>: 206.1 G</td> </tr> <tr> <td>% system space used . .</td> <td>: 77.0918</td> </tr> <tr> <td>% DCS space used . . .</td> <td>: 0.08</td> </tr> </table>	System space	: 206.1 G	% system space used . .	: 77.0918	% DCS space used . . .	: 0.08
System space	: 206.1 G						
% system space used . .	: 77.0918						
% DCS space used . . .	: 0.08						
<div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: 80%;"> <p>This information is provided to help the court show how much space the District Court data is using on the AS/400 and how much is still available. This may help determine if a purge would be beneficial.</p> </div>							
F5-Display Out Queue F6-Display Messages F24-Cancel/Previous Menu Help							

Menu Overview

Purge Options	
Selection	Description
Pre-List (Count Only)	The number of cases that meet the purge criteria indicated.
Pre-List by Case Number (Includes Count)	The number and list of cases that meet the purge criteria indicated.
Purge	Purges all the selected criteria.
Reproduce Purge Indices from Previous Purge Run	Will run a cumulative index from previous purges.
Copy Purge ROAs and/or Indices to Microfiche Tape	Select this feature if you court chooses to send the purged Register of Actions and/or Indices to a vendor for microfilming.
Purge History	Purges the information that allows the court to reproduce indices from previous purges and is used for defendant history lookups. Note: <i>Records purged from the history file are NO LONGER AVAILABLE from the system.</i>
Purge Bond & T/A	Will allow you to purge the Bond & T/A (Trust and Agency) Records. <i>If case is on the system, the information will still be on individual ROAs.</i>
Purge Abstracts	Will purge from the abstract file.
Purge FAC/FCJ/FCPV	Will purge from the FAC file.



Note: You **must** choose one of the nine options by placing an “X” in front of the selection.

Pre-List (Count Only)

This feature allows you to see how many cases meet the criteria of your purge. Place an "X" in front of the option Pre-List (Count Only) and press **ENTER**. The following screen will appear:

HAPPY VILLAGE
DISTRICT COURT SYSTEM

Purge Pre-List Selections

Enter 'TC' to purge Traffic/Criminal files only
 or 'CIVIL' to purge Civil files only
 or 'BOTH' to purge Traffic/Criminal and Civil files
 BOTH

Select maximum number of T/C cases to be purged. 50-999999
 999999

Select maximum number of Civil cases to be purged. 50-999999
 999999

F24-Previous Menu
Help

Types of Cases to be Purged:

- Type **TC** to purge **only** traffic/criminal cases
- Type **CIVIL** to purge **only** civil cases
- Type **BOTH** to purge traffic/criminal and civil cases

You may select the number of cases to be purged for the case type(s) selected. The minimum number you may select is 50 while the maximum defaults to 999999. Press **ENTER**. If you have time or space limitations, you should enter a smaller number to purge and conduct your purge in increments.



Note: At this time you are only running a count of cases, so you may not want to limit the maximum number(s).

Upon pressing enter this secondary screen will appear:

HAPPY VILLAGE		DISTRICT COURT SYSTEM PURGE PRE-LIST SELECTION			
TRAFFIC & CRIMINAL					
Sel	Case Types	Number of Days			Range of Days
X	OI & SI Traffic CI				365 - 9999
	ON & SN Non-Traff CI				365 - 9999
	OT & ST Traffic Misd				365 - 9999
	OM & SM Non-Traff Misd				365 - 9999
	OK & SK Parking				365 - 9999
	FY & FT Felony				365 - 9999
	EX Extradition				365 - 9999
CIVIL					
Sel	Case Types	Number of Days			Range of Days
X	SC Sm Claims	Dis	Jge	Other	365 - 9999
	GC Gen Civil				365 - 9999
	GZ Misc Civil				365 - 9999
	LT & SP Land/Summ				365 - 9999
F24-Previous Menu Help					

Type an "X" in front of the case types you wish to purge. The number of days closed must be entered for each case type you choose to purge. Press **ENTER**. You will receive a message at the bottom of your screen, *"Press ENTER to Confirm selections"*. You may **either** press ENTER to continue or modify your selections. Press **ENTER** and you will receive another message, *"Press Enter to run the PRE-LIST and sign off"*. If you decide not to run this list, press F24.

When the Pre-List Count Only is complete, the report (TCRPURGE1) will be in the output queue called DCSPURGEQ. The report will list the case types, number of days and maximum cases to be purged as selected. At the bottom of the report it will indicate ****Cases Qualifying for Purge** and ****Total Cases Remaining** (on your system). See sample on next page.



Note: There is a range of days to the right of each case type to assist you. Cases must meet the minimum number of days old to be considered further.

```
RUN DATE: 05/25/04      99TH DISTRICT COURT      PAGE      1
                        27777 SUNNY LAKE LANE STE 1300
                        HAPPY VILLAGE MI 47777
                        TRAFFIC & CRIMINAL
                        PRE-PURGE SELECTIONS
                                NUMBER OF DAYS
CASE TYPES
OI & SI Traffic CI      9999
ON & SN Non-Traffic CI      0
OT & ST Traffic Misd      0
OM & SM Non-Traffic Misd    0
OK & SK Parking           0
FY & FT Felony            0
EX Extradition            0
MAXIMUM CASES TO BE PURGED 999,999
** CASES QUALIFYING FOR PURGE      0
** TOTAL CASES REMAINING      6,190
```

Pre-List Selection Report

Pre-List by Case Number

This feature allows you to see each case and how many cases meet the criteria of your purge. Place an "X" in front of the option **Pre-List by Case Number** and press **ENTER**. The following screen will appear:

HAPPY VILLAGE

DISTRICT COURT SYSTEM

Purge Pre-List Selections

Enter 'TC' to purge Traffic/Criminal files only
or 'CIVIL' to purge Civil files only
or 'BOTH' to purge Traffic/Criminal and Civil files

Select maximum number of T/C cases to be purged. 50-999999

Select maximum number of Civil cases to be purged. 50-999999

BOTH

999999

999999

F24-Previous Menu Help

Types of Cases to be Purged:

Type **TC** to purge **only** traffic/criminal cases

Type **CIVIL** to purge **only** civil cases

Type **BOTH** to purge traffic/criminal and civil cases

You may select the number of cases to be purged for the case type(s) selected. The minimum number you may select is 50 while the maximum defaults to 999999. Press **ENTER**. If you have time or space limitations, you should enter a smaller number to purge and conduct your purge in increments.



Note: At this time you are only running the list of cases, so you may not want to limit the maximum number(s).

Upon pressing enter this secondary screen will appear:

HAPPY VILLAGE		DISTRICT COURT SYSTEM PURGE PRE-LIST SELECTION			
TRAFFIC & CRIMINAL					
Sel	Case Types	Number of Days			Range of Days
X	OI & SI Traffic CI				365 - 9999
	ON & SN Non-Traff CI				365 - 9999
-	OT & ST Traffic Misd				365 - 9999
-	OM & SM Non-Traff Misd				365 - 9999
-	OK & SK Parking				365 - 9999
-	FY & FT Felony				365 - 9999
-	EX Extradition				365 - 9999
CIVIL					
Sel	Case Types	Number of Days			Range of Days
X	SC Sm Claims	Dis	Jge	Other	365 - 9999
-	GC Gen Civil				365 - 9999
-	GZ Misc Civil				365 - 9999
-	LT & SP Land/Summ				365 - 9999
F24-Previous Menu Help					

Type an "X" in front of the case types you wish to purge. The number of days closed must be entered for each case type you choose to purge. Press **ENTER**. You will receive a message at the bottom of your screen, *"Press ENTER to Confirm selections"*. You may **either** press ENTER to continue or modify your selections. Press **ENTER** and you will receive another message, *"Press Enter to run the PRE-LIST and sign off"*. If you decide not to run this list, press F24.

When the Pre-List by Case Number is complete, the report (TCRPURGE1) will be in the output queue called DCSPURGEQ. The report will list the criteria you selected and give you a detail of the cases that met the criteria as well as the total number. At the bottom of the report it will indicate ****Cases Qualifying for Purge** and ****Total Cases Remaining** (on your system). See sample on next page.



Note: There is a range of days to the right of each case type to assist you. Cases must meet the minimum number of days old to be considered further.

RUN DATE: 05/27/04

99th DISTRICT COURT
 27777 FRANKLIN ROAD-SUITE 1300
 SOUTHFIELD-CURRENT MI 48034
 TRAFFIC & CRIMINAL
 PRE-PURGE SELECTIONS

PAGE 1

CASE TYPES	NUMBER OF DAYS
OI & SI Traffic CI	1000
ON & SN Non-Traffic CI	0
OT & ST Traffic Misd	0
OM & SM Non-Traffic Misd	0
OK & SK Parking	0
FY & FT Felony	0
EX Extradition	0
MAXIMUM CASES TO BE PURGED	999,999

Pre-Purge List Selections report

RUN DATE: 05/27/04

99th H DISTRICT COURT
 27777 FRANKLIN ROAD-SUITE 1300
 SOUTHFIELD-CURRENT MI 48034
 TRAFFIC & CRIMINAL
 PRE-PURGE LIST - NUMERIC

PAGE 1

CASE NO.	TYPE	NAME	LAST ACTION DATE	OFFENSE DATE
S436691	OK	DIKHO/ABED/T	12/12/96	5/30/87
S466486	OK	JACKSON/CARL/	6/08/95	6/13/86
S498637	OK	WILLIAMS/RUSSELL LEWIS/	6/08/95	11/29/86
S504540	OK	TUFTS/GARRY/L	6/08/95	7/12/86
S626065	OK	TUNESI/LAURENCE/M	4/18/97	12/29/84
S678201	OK	BURNEY/HENRY/F	12/12/96	1/12/85
S696756	OK	JACKSON JR/WILLIAM/E	12/12/96	12/30/87
U679332	OK	DANIEL/GWENDOLYN/	12/12/96	2/23/85
U680204	OK	JERNIGAN/ANTHONY/L	12/12/96	3/16/85
U680205	OK	WADE/CHRISTOPHER/	12/12/96	3/16/85
000-463406	OI	KENNEDY/THOMAS/EDWARD	9/07/94	1/31/94
0001771	OK	MORRIS/FREDRICKA/G	4/18/97	4/25/81
00094C1168	OM	KERBY/CHARLES/ALAN	3/21/95	1/17/94
0048205	OK	WILLIAMS/JOANN/	12/12/96	2/11/89
0051345	OK	TOWNS/ALBRIGAIL/	12/12/96	1/27/89
0061420	OK	WOODSON/GERTIS/	12/12/96	10/23/87

** CASES QUALIFYING FOR PURGE 23
 ** TOTAL CASES REMAINING 2,364

Pre-Purge List - by Case Number report (sample)

Purge

This feature allows you to purge cases meeting the criteria given and to free up space on your system. Place an "X" in front of the option **Purge** and press **ENTER**. The following screen will appear:

HAPPY VILLAGE

DISTRICT COURT SYSTEM

Purge of data files

1. Ensure that all other District Court Processing has ended.

2. If you have not backed up your data files just prior to this run, do so now! Press F24 to cancel this job, then backup your files!

Enter 'TC' to purge Traffic/Criminal files only

or 'CIVIL' to purge Civil files only

or 'BOTH' to purge Traffic/Criminal and Civil files

BOTH

Select maximum number of T/C cases to be purged.

50-999999

999999

Select maximum number of Civil cases to be purged.

50-999999

999999

Enter the oldest date to be included on the Alpha and Numeric purge indices as MMDDYY

F24-Previous Menu

Help



CONTACT JIS FOR ASSISTANCE BEFORE YOU RUN THE ACTUAL PURGE

Types of Cases to be Purged:

Type **TC** to purge **only** traffic/criminal cases

Type **CIVIL** to purge **only** civil cases

Type **BOTH** to purge traffic/criminal and civil cases

HAPPY VILLAGE

DISTRICT COURT SYSTEM
PURGE SELECTION

TRAFFIC & CRIMINAL

Sel	Case Types	Number of Days	Range of Days
<input checked="" type="checkbox"/>	OI & SI Traffic CI	<u>1000</u>	365 - 9999
<input checked="" type="checkbox"/>	ON & SN Non-Traff CI	<u>1000</u>	365 - 9999
<input type="checkbox"/>	OT & ST Traffic Misd	<u> </u>	365 - 9999
<input type="checkbox"/>	OM & SM Non-Traff Misd	<u> </u>	365 - 9999
<input type="checkbox"/>	OK & SK Parking	<u> </u>	365 - 9999
<input type="checkbox"/>	FY & FT Felony	<u> </u>	365 - 9999
<input type="checkbox"/>	EX Extradition	<u> </u>	365 - 9999

CIVIL

Sel	Case Types	Number of Days			Range of Days
'X'	Case Types	Dis	Jge	Other	Range of Days
<input checked="" type="checkbox"/>	SC Sm Claims	<u>2195</u>	<u>2195</u>	<u>2195</u>	365 - 9999
<input checked="" type="checkbox"/>	GC Gen Civil	<u>3700</u>	<u>3700</u>	<u>3700</u>	365 - 9999
<input checked="" type="checkbox"/>	GZ Misc Civil	<u>3700</u>	<u>3700</u>	<u>3700</u>	365 - 9999
<input checked="" type="checkbox"/>	LT & SP Land/Summ	<u>2195</u>	<u>2195</u>	<u>2195</u>	365 - 9999

F24-Previous Menu Help

All case types do
 NOT have to be
 purged evenly or
 at the same time



Tip: There is a range of days to the right of each case type to assist you. Cases must meet the minimum number of days closed.

Type an "X" in front of the case types you wish to purge. Enter in the number of days old of cases to be purged. Press **ENTER**. You will receive a message on the bottom of your screen, "Press Enter to Confirm selections". Press ENTER to continue or you may modify your selections then press ENTER to continue the purge process. Upon pressing ENTER again and you will receive another message, "Press Enter to run Purge and sign off". **Note: Pressing ENTER will sign the terminal off automatically and start the purge.** If you decide not to run the purge press F24.

When the Purge has completed, ROAs, Alphabetical and Numeric Indices and a purge list with the criteria selected, will be in the output queue called DCSPURGEQ. These files will appear in the output queue under the User "DxxxxPURGE" and the User Data CIVPURGE, TCRPURGE, etc. *Note: The 'xxxx' will be the actual court ID, i.e. D9900PURGE.*

Indices:

All cases deleted during this purge or any past purges will be included on the Alpha and Numeric Indices if the date field is left blank. Enter today's date if the indices are to **only** include cases from **today's** purge. Any previous purge date can be entered in this field to include cases purged beginning with that purge date through today.

Traffic/Criminal Case Type Selection:

Type an "X" in front of the case type you wish to purge.

There is a Range of Days with the default setting for the minimum and maximum number of days closed for each case type displayed on this screen. You must indicate the number of days a case remains on the computer by typing in the field next to the case types you wish to purge. *Note: You are not able to purge case types OD, SD, and FD. Any cases with drug or alcohol charges or cases closed with a balance due, will not purge.* Press **ENTER**.



Note: When Traffic/Criminal Records (cases) are purged, cash records dated 27 months old or older that are not connected to active cases or Trust & Agency records will be included in the purge automatically.

Civil Cases:

Type an "X" in front of the types you wish to purge.

There is a Range of Days with the default setting for the minimum and maximum number of days closed for each case type displayed on this screen. You may select the number of days closed by the closed code used, (i.e. "Dismissals" include close codes that begin with DSE, "Judgments" include close codes that begin with JGE and "Other" includes all other close codes.)

Any case with multiple defendants must have all defendants closed on the case before it will purge. When defendants on a case are closed using different closed codes (i.e. DSE and JGE), the program will look at the number of days indicated for the "highest" close code (the JGE).

Reproduce Purge Indices from Previous Purge Run

This feature is used to obtain a cumulative index from previous purges. Place an "X" in front of the option **Reproduce Purge Indices from Previous Purge Run** and press **ENTER**. The following screen will be displayed:

HAPPY VILLAGE		DISTRICT COURT SYSTEM PURGE SELECTION							
Purge Current Traffic/Criminal and/or Civil Files									
<ul style="list-style-type: none"> - Pre-List (Count Only) - Pre-List by Case Number (Includes Count) - Purge 									
<hr/>									
<ul style="list-style-type: none"> X Reproduce Purge Indices from Previous Purge Run - Copy Purge ROA's and/or Indices to Microfiche Tape - Purge History - Purge Bond & T/A - Purge Abstracts - Purge FAC/FCJ/FCPV 									
		<table border="1"> <tr> <td>System space</td> <td>206.1 G</td> </tr> <tr> <td>% system space used . . .</td> <td>76.7257</td> </tr> <tr> <td>% DCS space used</td> <td>0.10</td> </tr> </table>		System space	206.1 G	% system space used . . .	76.7257	% DCS space used	0.10
System space	206.1 G								
% system space used . . .	76.7257								
% DCS space used	0.10								
F5-Display Out Queue F6-Display Messages F24-Cancel/Previous Menu Help									

HAPPY VILLAGE		DISTRICT COURT SYSTEM	
Reproduce Alpha & Numeric Purge Indices			
Enter 'TC' for Traffic/Criminal indices only or 'CIVIL' for Civil indices only or 'BOTH' for Traffic/Criminal and Civil indices			
<div style="text-align: right;"><u>BOTH</u></div>			
<ul style="list-style-type: none"> - Produce Indices by Name - Produce Indices by Case Number 			
Enter the beginning and ending purge dates that are to be included on the indices			
Run/from Date		Run/thru Date	
<u> </u>		<u>052804</u>	
<div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: 80%;"> This selection will produce a COMPLETE index, in order, of ALL cases ever purged from this system thru 5/28/04. </div>			
F24-Previous Menu Help			

Press **ENTER** to produce indices selected.

Types of Cases to be Purged:

Type **TC** to purge **only** traffic/criminal cases

Type **CIVIL** to purge **only** civil cases

Type **BOTH** to purge traffic/criminal and civil cases

Types of Index to be Reproduced:

Type a "X" in front of the index type to be reproduced - Alpha (by name), Numeric (by case number), or both.

Purge Date to be Reproduced:

Enter the beginning purge **Run/from Date** and the ending purge **Run/thru Date** for the purged cases that are to be reproduced on the indices.

To reproduce the indices for all cases currently in the history files, use a **Run/from Date** of 000000 and a **Run/thru Date** of 999999.

To reproduce the purge indices for a specific purge run, enter that purge date in the **Run/from AND Run/thru** date fields.

By pressing F24, the indices will NOT be created and you will return to the Main Menu. Press **ENTER** to reproduce the indices.

Copy Purge ROAs and/or Indices to Microfiche Tape

This feature is selected if the court chooses to send the purge Register of Actions and/or Indices to a vendor for microfilming. Place an "X" in front of the option **Copy Purge ROA's and/or Indices to Microfiche Tape** and press **ENTER**. The following screen will be displayed:

SOUTHFIELD-CURRENT
DISTRICT COURT SYSTEM

Copy Purge Spooled Files to Microfiche Tape

Select Devices
 Tape Reel/Cartridge device name TAP01 using *DEVTYPE BPI
 Output Queue DCSPURGEQ

Initialize Tape
 Display Tape Contents

Traffic/Criminal	Job Number	Spool File Name
<u> </u> Register of Actions	<u> </u>	'ROAPRT'
<u> </u> Alphabetical Index	<u> </u>	'ALFHIDX'
<u> </u> Numerical Index	<u> </u>	'NUMBIDX'

Civil	Job Number	Spool File Name
<u> </u> Register of Actions	<u> </u>	'REGACTNS'
<u> </u> Alphabetical Index	<u> </u>	'ALPINDEX'
<u> </u> Numerical Index	<u> </u>	'NUMINDEX'

F5-Display Out Queue F6-Display Messages F24-Previous Menu Help

This screen is used to copy the purge spool files (Register of Actions and Alpha and Numeric Indices) to tape for microfiche creation.

- Enter the **tape device name** for tape device you are using (i.e. TAP01)
- Enter the data density of the tape device as ***DEVTYPE** (this will then default to the proper density for your system).

Initialize the tape:

Place an "X" in this field to initialize the tape(s). *Note: Each tape must be initialized prior to use.*

Display Tape Contents:

Place an "X" in this field to print a directory of what is on the tape. This information will be sent to the DCSPURGEQ output queue. This printout will automatically be generated when you copy any purge file to tape.

To convert the spool files you must know the spool file job number. To get the job numbers for these spool files, press **F5** to display the output queue, then press **F11** (View 2). The following are the spool file names to look for:

Traffic/Criminal	ROAPRT	Register of Actions
	ALPHIDX	Alphabetical Indices
	NUMBIDX	Numeric Indices
Civil	REGACTNS	Register of Actions
	ALPINDEX	Alphabetical Indices
	NUMINDEX	Numeric Indices

The bolded/highlighted columns in the example below are where you will find the file names and job numbers in the output queue.

Work with Output Queue

Queue: DCSPURGEQ Library: QGPL Status: RLS

Type options, press Enter.

1=Send 2=Change 3=Hold 4=Delete 5=Display 6=Release 7=Messages
8=Attributes 9=Work with printing status

Opt	File	File Nbr	Job	User	Number	Date	Time
█	ROAPRT	2	PURGETC	MARIE	245752	06/23/04	08:04:04
—	ALPHIDX	3	PURGETC	MARIE	245752	06/23/04	10:37:01
—	NUMBIDX	4	PURGETC	MARIE	245752	06/23/04	10:40:58
—	ALPINDEX	3	PURGECIVIL	MARIE	245753	06/23/04	08:26:14
—	NUMINDEX	4	PURGECIVIL	MARIE	245753	06/23/04	08:27:34
—	REGACTNS	2	PURGECIVIL	MARIE	245753	06/23/04	08:04:33

Bottom

Parameters for options 1, 2, 3 or command
==> _____

F3=Exit F11=View 1 F12=Cancel F20=Writers F22=Printers
F24=More keys

Press **ENTER** to continue. On the '**Copy Purge Spooled Files**' Screen, place an "X" in front of the spool file to be converted to microfiche followed by the **job number** found in the output queue; press **ENTER**. When the copies have completed, a directory of what is on the tape will be placed in the DCSPURGEQ output queue.


By Pressing F24, the microfiche files will **NOT** be created and you will be returned to the Main Menu.



Note: All spool files for indices can be copied to the same tape if selected at the same time. After a fiche tape has been created and another spool file is to be converted, a separate tape will be necessary. Press **F6** to display your printer messages. ROAs must be on a separate tape from the indices. (Civil and Traffic/Criminal ROAs may be on the same tape.)

Purge Defendant History Files

The History Files are the files that contain basic case information on those cases that have been previously purged. This information is used for defendant history lookups and for creation of the cumulative Alpha and Numeric Indices.

 **Warning:** Cases purged from these files will **NO LONGER BE AVAILABLE** for the Defendant History Inquiry (DHI) and Party History Inquiry (PHI) lookups or indices.

Place an "X" in front of the option **Purge Defendant History** and press **ENTER**. The following screen will be displayed:

HAPPY VILLAGE

DISTRICT COURT SYSTEM

History File Purge Selection

History is condensed data from previously purged cases, bonds, or T/A records.

Note: The minimum number of years to keep is 3 for any history data.
Select the types to purge and the years of it's history to keep.

X

10

Yrs. Traffic & Criminal Cases

■

3

Yrs. Civil Cases

-

3

Yrs. Bonds & T/A Accounts

1) Place in "X" to indicate which data is to be purged.
2) Type in the number of years of the age of data to keep. For example to keep up to 10 years history on the history files, type in 10, etc.

F24-Previous Menu Help

Types of Cases to be Purged:

Place an "X" in front of the types to be purged from the History Files: Traffic & Criminal, Civil or both. Bonds & T/A Accounts may also be selected.

Number of Years to be Kept:

Enter the number of years that history is to be kept on the system. The minimum is 3 years for any history data.

By pressing **F24**, the history file purge will **NOT** be started and you will be returned to the Main Menu.

Purge Bond & T/A File

Place an "X" in front of the option to **Purge Bond File** and press **ENTER**. The following screen will be displayed:

HAPPY VILLAGE	DISTRICT COURT SYSTEM
Bond & T/A File Purge	
PURGE AND PRINT:	
NOTE: You may wish to run a CLOSED BOND and other CLOSED T/A Account listings using dates ranging from previous purge date through todays date prior to requesting this purge.	
Purge Closed Bond & T/A Records <input type="checkbox"/>	
ALL T/A Records CLOSED for 27 months will be purged - Except: Those referencing an existing Case or existing Cash are NOT purged.	
NOTE: Associated Check Register and deleted T/A records that are > 27 months old are also purged.	
REPRINT ONLY:	
Print ALL Purged Records	<input type="checkbox"/>
Print Only Purge Dated	<input type="text"/>
NOTE: If you do not know the actual purge date, enter day 01 of the month in which the purge was run.	
F24-Previous Menu Help	

You may wish to run a Closed Bond List and/or a Closed Restitution List using date ranges from the previous purge date through the current page date prior to requesting this purge.



Note: If a record references a traffic/criminal case that is not closed or references cash records that are not attached to a case, it will **NOT** be purged. If the Traffic/Criminal purge is run prior to this purge, it will remove cash records not attached to a case.

Purge and Print:

Place an "X" after the option **Purge Closed Bond & T/A Records**. Press **ENTER**. After pressing enter a message will appear *"Press Enter to run PURGE/REPRINT and return to the Main Menu."*

ALL BOND, T/A and CHECK REGISTER records closed for 27 months will be purged with the exception of closed bonds and restitution attached to open cases or referencing cash records that are not attached to a case.

Reprint Only:

Place an "X" after the option Print ALL Purged Records to print cumulative Alpha and Numeric Indices of all purged records to date. To reprint the Alpha and Numeric Indices for a particular purge, enter the date of the actual purge.



Note: *If you do not know the actual purge date, enter day 01 of the month in which the purge was run (i.e. 050199).*

The purge will create reports (BNDPRGRPT) listing the records deleted and will be located in the output queue DCSPURGEQ.

Purge Abstracts

Place an "X" in front of the option **Purge Abstracts**. The following screen will be displayed:

HAPPY VILLAGE
DISTRICT COURT SYSTEM

Abstract File Purge

Select the number of DAYS SINCE sent to the Secretary of State;
Abstract records you want to retain on the computer.

It is recommended to keep at least 1 year (366 days).
The Minimum accepted is 6 months (180 days).

Purge Xmitted Abstracts

366

180 - 9999 days

Screen defaults to the suggested number of days (366). This field may be modified to any number from 180-9999 days.

NOTE: Alcohol Abstracts; either Current or original charge are NOT purged.

F24-Previous
Menu
Help

To purge abstracts previously sent to The Secretary of State, indicate the number of days lapsed since the abstract records were sent to the Secretary of State (i.e. 365 for abstracts that were sent to SOS 1 year ago or greater). Press **ENTER**. A message will appear on the screen *"Press Enter to run the PURGE and return to the Main Menu"*. Press **ENTER** to proceed with your purge.



Note: Any abstracts created on alcohol or drug offenses will **NOT** be purged.

Purge FAC/FCJ/FCPV

Place an “X” in front of the option **Purge FAC/FCJ/FCPV**. The following screen will be displayed:

HAPPY VILLAGE DISTRICT COURT SYSTEM

FAC/FCJ/FCPV File Purge

Select the number of DAYS SINCE sent to the Secretary of State;
FAC/FCJ/FCPV records you want to retain on the computer.

It is recommended to keep at least 1 year (366 days).
The Minimum accepted is 6 months (180 days).

Purge Xmitted FAC/FCJ/FCPV 180 - 9999 days

Screen defaults to the suggested number of days (366). This field may be modified to any number from 180-9999 days.

NOTE: FAC/FCJ/FCPV will NOT be purged if Case is open or has a balance due.

F24-Previous Menu Help

To purge suspensions previously sent to Secretary of State, indicate the number of days lapsed since the suspension records were sent to Secretary of State (i.e. 365 for FACs that were sent to SOS 1 year ago or greater). Press **ENTER**. A message will appear on the screen “Press Enter to run the PURGE and return to the Main Menu”. Press **ENTER** to proceed with your purge.



Note: Suspensions will **NOT** be purged on open or balance due cases.

All Function Keys Used-Purge Sign-on	
Key	Description
F5 Work out queue	Show output queue so records may be viewed or released to print.
F6 Display Messages	Show messages, i.e. load *STD paper.
F24 Cancel/Prev Menu	Cancel the Purge before submitting the request to purge. Exit to the previous menu/screen without any updating.
Page/Roll	Page up/down keys will move you to another screen.
Help	Pressing the HELP key (Alt/F1 on a PC) will give you more information about the screen and/or options.

Sample Purge Reports/Indices

Pre-Purge Selections (Count Only)

RUN DATE: 06/22/04

 46TH DISTRICT COURT
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TRAFFIC & CRIMINAL PRE-PURGE SELECTIONS

CASE TYPES	NUMBER OF DAYS
OI & SI Traffic CI	2555
ON & SN Non-Traffic CI	2555
OT & ST Traffic Misd	2555
OM & SM Non-Traffic Misd	1825
OK & SK Parking	1825
FY & FT Felony	3650
EX Extradition	3650
MAXIMUM CASES TO BE PURGED	999,999
** CASES QUALIFYING FOR PURGE	192,967
** TOTAL CASES REMAINING	270,519

RUN DATE: 06/22/04

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CIVIL PRE-PURGE SELECTIONS

CASE TYPES	DIS	JGE	OTHER
SC Small Claims	2190	2190	2190
GC General Civil	3650	3650	3650
GZ Misc Civil	3650	3650	3650
LT & SP Landlord/Summary	2190	2190	2190
MAXIMUM CASES TO BE PURGED	999,999		
** CASES QUALIFYING FOR PURGE	36,100		
** TOTAL CASES REMAINING	89,292		

Traffic/Criminal Pre-Purge Selections List by Case Number

RUN DATE: 06/22/04

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 SOUTHFIELD MI 48076

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TRAFFIC & CRIMINAL PRE-PURGE LIST - NUMERIC

CASE NO.	TYPE	NAME	LAST ACTION DATE	OFFENSE DATE
S436691	OK	DIKHO/ABED/T	12/12/96	5/30/87
S466486	OK	JACKSON/CARL/	6/08/95	6/13/86
S498637	OK	WILLIAMS/RUSSELL LEWIS/	6/08/95	11/29/86
S504540	OK	TUFTS/GARRY/L	6/08/95	7/12/86
S626065	OK	TUNESI/LAWRENCE/M	4/18/97	12/29/84
S678201	OK	BURNEY/HENRY/F	12/12/96	1/12/85
S696756	OK	JACKSON JR/WILLIAM/E	12/12/96	12/30/87
U679332	OK	DANIEL/GWENDOLYN/	12/12/96	2/23/85
U680204	OK	JERNIGAN/ANTHONY/L	12/12/96	3/16/85
U680205	OK	WADE/CHRISTOPHER/	12/12/96	3/16/85
000-463406	OI	KENNEDY/THOMAS/EDWARD	9/07/94	1/31/94
0001771	OK	MORRIS/FREDRICKA/G	4/18/97	4/25/81
00094C1168	OM	KERBY/CHARLES/ALAN	3/21/95	1/17/94
0048205	OK	WILLIAMS/JOANN/	12/12/96	2/11/89
0051345	OK	TOWNS/ALBRIGAIL/	12/12/96	1/27/89
0061420	OK	WOODSON/GERTIS/	12/12/96	10/23/87
0130364	OK	HUNLEY/RHONDA/B	12/12/96	4/10/89
0134783	OK	ALLEN/JOHN/JR	12/12/96	12/07/89
0134786	OK	THOMPSON/CHARLES/A	12/12/96	12/01/89
0134796	OK	BRUNSON/TODD/W	12/12/96	12/07/89
0149335	OK	OLIVA/EFRAIN/	12/12/96	5/02/89
0168804	OK	TAYLOR/DIXIANNA/	6/08/95	7/27/86
0172697	OK	MORTIMER/MICHAEL/P	9/24/97	7/30/90
0195828	OK	SARTIN/SHERRY/D	12/12/96	7/09/89
0210747	OK	GORDON/BARBARA/J	4/18/97	2/11/82
0222352	OK	MARIO COTE PROFESSIO/46/	4/18/97	2/26/82
0257768	OK	TREVETHAN/ALLYSON/	12/12/96	6/27/88
0257935	OK	ROBINSON/ARLENE/	12/12/96	5/07/87
0257937	OK	CALDWELL/WILLIAM/	12/12/96	5/08/87
0257941	OK	LANCE/ERROL/	12/12/96	5/11/87
0257942	OK	FLOSSIE/ANTHONY/	12/12/96	5/11/87
0257948	OK	TARASZKIEWICZ/KIMBERLY/	12/12/96	5/27/87
0258700	OK	CROWN STEEL COMPANY/46/	4/18/97	6/27/83
0259822	OK	BELL/WILLIE/	4/18/97	6/21/83
0279671	OK	GILL/VERNON/E	4/18/97	10/23/84
0297586	OK	BALLARD/ERIC/J	4/18/97	6/12/87
0300105	OK	UNLIMITED/LEASING/	4/18/97	12/24/84
0300153	OK	WATKINS/GREGORY/A JR	8/28/95	5/09/86
0300194	OK	LEWIS/RICHARD/J	8/28/95	1/23/86
0300197	OK	TARRANT/GEORGE/	8/28/95	1/23/86
0300211	OK	MITCHELL-ROGERS/CHARLENE/	8/28/95	2/14/86
0300236	OK	OWENS/KIM/	8/28/95	5/06/86
0300248	OK	GUTCH/DEBBIE/	8/28/95	5/08/86
0300271	OK	TOWNSEND/RUBY/	6/20/96	1/23/85
0300429	OK	JONES/DANIEL/	4/18/97	1/07/85
0300476	OK	BROADWAY/DELORES/E	4/18/97	11/21/87
0300554	OK	DILLON/KEVIN/P	8/28/95	1/13/86
0300556	OK	WESTON/CAB/	8/28/95	1/14/86
0300557	OK	JAMES/SHIRLEY/	8/28/95	1/15/86
0300558	OK	RANCOUR/OSCAR & MARILYN/R	8/28/95	1/15/86

Civil Pre-Purge Selections List by Case Number

RUN DATE: 06/22/04

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SOUTHFIELD

MI 48076

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CIVIL PRE-PURGE LIST - NUMERIC						LAST ACTION DATE	FILE DATE
CASE NO.	TYPE	PARTY NO.	NAME				
LT891480	LT	P01	NOB IN THE WOODS APTS//			6/17/97	8/31/89
LT891480	LT	D01	GANTZ/PAUL/			6/17/97	8/31/89
LT891883	LT	P01	PARK LANE APTS.//			11/02/89	10/31/89
LT891883	LT	D01	SHULL/RAY/			11/02/89	10/31/89
LT910483	LT	P01	SOUTHFIELD DEV. II LTD.//			1/10/92	3/07/91
LT910483	LT	D01	ADLER/MIKE/DBA E & M COLL.			1/10/92	3/07/91
LT910875	LT	P01	PIERCE/ROBERT/& JANET			3/31/92	5/07/91
LT910875	LT	D01	LEE/DANIEL/E.			3/31/92	5/07/91
LT910875	LT	D02	LEE/DORISCELL/			3/31/92	5/07/91
LT911334	LT	P01	TOLLETT/TONY/& BRENDA			4/14/94	7/10/92
LT911334	LT	D01	MORRIS/ELIE/			4/14/94	7/10/92
LT911334	LT	D02	MORRIS/KAREN/			4/14/94	7/10/92
LT911400	LT	P01	YALDO/SABAH/			6/22/92	7/19/91
LT911400	LT	D01	KLADZYK/JANE/DBA JANE'S PL			6/22/92	7/19/91
LT911400	LT	D02	BERRIS/MARVIN/DBA JANED PL			6/22/92	7/19/91
LT911497	LT	P01	COACH HOUSE APARTMENT//			8/15/91	7/29/91
LT911497	LT	D01	HAND/GAIL/			5/22/98	7/29/91
LT911760	LT	P01	GREENFIELD ASSOC.//			8/10/92	9/04/91
LT911760	LT	D01	BACHIA/JOHN/			8/10/92	9/04/91
LT912221	LT	P01	PMTC LTD. PART.//			2/14/92	11/04/91
LT912221	LT	D01	WELSH/TWITTY/PERSONNEL			2/14/92	11/04/91
LT912226	LT	P01	SOUTHFIELD PLAZA LTD. PART.//			4/13/92	11/04/91
LT912226	LT	D01	GALE IND. INC.//			4/13/92	11/04/91
LT912235	LT	P01	TEL TWELVE PLACE APTS.//			11/25/91	11/04/91
LT912235	LT	D01	HARDY/ELIOTTE/S..			11/25/91	11/04/91
LT912241	LT	P01	AJLOUNY/JOSEPH/			2/03/92	11/05/91
LT912241	LT	D01	FRENCH/ROBERT/			2/03/92	11/05/91
LT912284	LT	P01	GRENADIER/CHARLES/& ARNENA			1/06/92	11/14/91
LT912284	LT	D01	A.J. FOLAND INC.//			1/06/92	11/14/91
LT912309	LT	P01	CHARFOOS & COMPANY//			12/13/91	11/18/91
LT912309	LT	D01	WILLIAMS/JAMES/			12/13/91	11/18/91
LT912309	LT	D02	HINDS/LAVERNE/			12/13/91	11/18/91
LT912315	LT	P01	VILLAGE GREEN OF FRANKLIN//			12/05/91	11/18/91
LT912315	LT	D01	TITUS/EDWIN/			12/05/91	11/18/91
LT912367	LT	P01	CRANBROOK CENTRE//			12/06/91	11/22/91
LT912367	LT	D01	BROWN/KIMBERLY/			12/06/91	11/22/91
LT912371	LT	P01	CRANBROOK CENTRE//			12/06/91	11/22/91
LT912371	LT	D01	BURT/RONALD/			12/06/91	11/22/91
LT912376	LT	P01	INTERNATIONAL JEWELRY EXC.//			1/29/93	11/22/91
LT912376	LT	D01	AARON'S FINE JEWELRY CO.//			1/29/93	11/22/91
LT912510	LT	P01	STANFORD TOWNHOUSES//			1/06/92	12/05/91
LT912510	LT	D01	SOWELL/ERICA/			1/06/92	12/05/91
LT912511	LT	P01	LINCOLN SQUARE ASSOC.//			2/13/92	12/05/91
LT912511	LT	D01	SMITH GENERATION//			2/13/92	12/05/91
LT912518	LT	P01	SULLIVAN-SMITH INC.//			1/23/92	12/09/91
LT912518	LT	D01	SANDY'S NORTH PARK SALON//			1/23/92	12/09/91
LT912539	LT	P01	HOLLAND PROPERTIES//			5/05/92	12/10/91
LT912539	LT	D01	GLOBAL LOCK & DOOR//			5/05/92	12/10/91
LT912542	LT	P01	HALE/ALMA/			1/06/92	12/12/91
LT912542	LT	D01	CAMPBELL/HAROLD/EUGENE			1/06/92	12/12/91

Traffic/Criminal Purge Selections and List by Case Number

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 46TH DISTRICT COURT
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TRAFFIC & CRIMINAL PRE-PURGE LIST - NUMERIC

CASE NO.	TYPE	NAME	LAST ACTION DATE	OFFENSE DATE
S436691	OK	DIKHO/ABED/T	12/12/96	5/30/87
S466486	OK	JACKSON/CARL/	6/08/95	6/13/86
S498637	OK	WILLIAMS/RUSSELL LEWIS/	6/08/95	11/29/86
S504540	OK	TUPTS/GARRY/L	6/08/95	7/12/86
S626065	OK	TUNESI/LAWRENCE/M	4/18/97	12/29/84
S678201	OK	BURNEY/HENRY/F	12/12/96	1/12/85
S696756	OK	JACKSON JR/WILLIAM/E	12/12/96	12/30/87
U679332	OK	DANIEL/GWENDOLYN/	12/12/96	2/23/85
U680204	OK	JERNIGAN/ANTHONY/L	12/12/96	3/16/85
U680205	OK	WADE/CHRISTOPHER/	12/12/96	3/16/85
000-463406	OI	KENNEDY/THOMAS/EDWARD	9/07/94	1/31/94
0001771	OK	MORRIS/FREDRICKA/G	4/18/97	4/25/81
00094C1168	OM	KERBY/CHARLES/ALAN	3/21/95	1/17/94
0048205	OK	WILLIAMS/JOANN/	12/12/96	2/11/89
0051345	OK	TOWNS/ALBRIGAIL/	12/12/96	1/27/89
0061420	OK	WOODSON/GERTIS/	12/12/96	10/23/87
0130364	OK	HUNLEY/RHONDA/B	12/12/96	4/10/89
0134783	OK	ALLEN/JOHN/JR	12/12/96	12/07/89
0134786	OK	THOMPSON/CHARLES/A	12/12/96	12/01/89
0134796	OK	BRUNSON/TODD/W	12/12/96	12/07/89
0149335	OK	OLIVA/EFRAIN/	12/12/96	5/02/89
0168804	OK	TAYLOR/DIXIANNA/	6/08/95	7/27/86
0172697	OK	MORTIMER/MICHAEL/P	9/24/97	7/30/90
0195828	OK	SARTIN/SHERRY/D	12/12/96	7/09/89
0210747	OK	GORDON/BARBARA/J	4/18/97	2/11/82
0222352	OK	MARIO COTE PROFESSIO/46/	4/18/97	2/26/82
0257768	OK	TREVETHAN/ALLYSON/	12/12/96	6/27/88
0257935	OK	ROBINSON/ARLENE/	12/12/96	5/07/87
0257937	OK	CALDWELL/WILLIAM/	12/12/96	5/08/87
0257941	OK	LANCE/ERROL/	12/12/96	5/11/87
0257942	OK	FLOSSIE/ANTHONY/	12/12/96	5/11/87
0257948	OK	TARASZKIEWICZ/KIMBERLY/	12/12/96	5/27/87
0258700	OK	CROWN STEEL COMPANY/46/	4/18/97	6/27/83
0259822	OK	BELL/WILLIE/	4/18/97	6/21/83
0279671	OK	GILL/VERNON/E	4/18/97	10/23/84
0297586	OK	BALLARD/ERIC/J	4/18/97	6/12/87
0300105	OK	UNLIMITED/LEASING/	4/18/97	12/24/84
0300153	OK	WATKINS/GREGORY/A JR	8/28/95	5/09/86
0300194	OK	LEWIS/RICHARD/J	8/28/95	1/23/86
0300197	OK	TARRANT/GEORGE/	8/28/95	1/23/86
0300211	OK	MITCHELL-ROGERS/CHARLENE/	8/28/95	2/14/86
0300236	OK	OWENS/KIM/	8/28/95	5/06/86
0300248	OK	GUTCH/DEBBIE/	8/28/95	5/08/86
0300271	OK	TOWNSEND/RUBY/	6/20/96	1/23/85
0300429	OK	JONES/DANIEL/	4/18/97	1/07/85
0300476	OK	BROADWAY/DELORES/E	4/18/97	11/21/87
0300554	OK	DILLON/KEVIN/P	8/28/95	1/13/86
0300556	OK	WESTON/CAB/	8/28/95	1/14/86
0300557	OK	JAMES/SHIRLEY/	8/28/95	1/15/86
0300558	OK	RANCOUR/OSCAR & MARILYN/R	8/28/95	1/15/86

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PURGE INDEX - ALPHABETIC

PURGE DATE	CASE NO.	TYPE	NAME	DOB	CHARGE	OFFENSE DATE	DISPO DATE	DISPO	FINE & COSTS	F&C SUSP	JAIL	PROB
10/31/92	090-561262	TP //			IMP/PRO PKG	10/02/91	10/08/91	JDGMNT RNRD	35.00			
10/31/92	090-575412	TP //			IMP/PRO PKG	11/21/69	12/18/91	DISMISSED				
10/31/92	0350806	TP //			IMP/PRO PKG	9/11/86			35.00			
10/31/92	0454165	TP //			HANDICAP PKG	2/13/89	2/17/89	DISMISSED				
10/31/92	0455454	TP //			IMP/PRO PKG	2/13/89	2/17/89	DISMISSED				
10/31/92	0456531	TP //			IMP/PRO PKG	2/14/89	2/17/89	DISMISSED				
10/31/92	0435575	TP //			IMP/PRO PKG	2/16/89	2/17/89	DISMISSED				
10/31/92	0460312	TP //			HANDICAP PKG	4/07/89	4/20/89	DISMISSED				
10/31/92	0461264	TP //			HANDICAP PKG	4/12/89	4/20/89	DISMISSED				
5/08/93	0460917	TP //			HANDICAP PKG	4/21/89	4/09/92	DISMISSED				
5/08/93	0473585	TP //			NO PKG 3-6AM	7/18/89	4/09/92	DISMISSED				
5/08/93	0457398	TP //			HANDICAP PKG	8/20/89	4/09/92	DISMISSED				
5/08/93	0475409	TP //			IMP/PRO PKG	10/06/89	4/09/92	DISMISSED				
10/31/92	0482976	TP //			HANDICAP PKG	10/30/89			50.00			
10/31/92	0486555	TP //			NO PKG 3-6AM	11/20/89			35.00			
10/31/92	0485502	TP //			IMP/PRO PKG	11/21/89			35.00			
5/08/93	0475669	TP //			HANDICAP PKG	12/03/89	4/09/92	DISMISSED				
10/31/92	0487726	TP //			HANDICAP PKG	12/12/89			50.00			
10/31/92	0487727	TP //			HANDICAP PKG	12/12/89			50.00			
10/31/92	0486582	TP //			NO PKG 3-6AM	12/13/89			35.00			
5/08/93	0489056	TP //			HANDICAP PKG	1/10/90	4/09/92	DISMISSED				
10/31/92	0494386	TP //			HANDICAP PKG	1/12/90			50.00			
10/31/92	0492274	TP //			IMP/PRO PKG	1/18/90			35.00			
10/31/92	0481612	TP //			HANDICAP PKG	1/24/90			50.00			
10/31/92	0495923	TP //			HANDICAP PKG	2/28/90			50.00			
5/08/93	0504609	TP //			HANDICAP PKG	4/25/90	4/09/92	DISMISSED				
5/08/93	0507104	TP //			IMP/PRO PKG	5/01/90	4/09/92	DISMISSED				
10/31/92	0506745	TP //			HANDICAP PKG	5/03/90			50.00			
10/31/92	0500022	TP //			HANDICAP PKG	5/05/90			50.00			
10/31/92	0501166	TP //			HANDICAP PKG	5/05/90			50.00			
10/31/92	0507971	TP //			HANDICAP PKG	5/26/90	8/28/90	DISMISSED				
10/31/92	0500698	TP //			NO PKG 3-6AM	6/01/90			35.00			
10/31/92	0515266	TP //			NO PKG 3-6AM	7/10/90			35.00			
10/31/92	0519368	TP //			HANDICAP PKG	7/31/90			50.00			
10/31/92	0520842	TP //			HANDICAP PKG	8/17/90	8/23/90	DISMISSED				
10/31/92	0521416	TP //			IMP/PRO PKG	8/24/90			35.00			
10/31/92	0523868	TP //			IMP/PRO PKG	9/18/90			35.00			
10/31/92	0518622	TP //			HANDICAP PKG	9/22/90			75.00			
10/31/92	0526372	TP //			HANDICAP PKG	10/08/90			75.00			
10/31/92	0522023	TP //			HANDICAP PKG	10/16/90			75.00			
10/31/92	0525304	TP //			HANDICAP PKG	10/16/90			75.00			
10/31/92	0527684	TP //			HANDICAP PKG	10/19/90			75.00			
5/08/93	0529320	TP //			IMP/PRO PKG	10/19/90	4/09/92	DISMISSED				
10/31/92	0530180	TP //			IMP/PRO PKG	10/25/90			35.00			
10/31/92	0529785	TP //			HANDICAP PKG	10/26/90			75.00			
10/31/92	0525316	TP //			HANDICAP PKG	10/27/90			75.00			
10/31/92	0516596	TP //			HANDICAP PKG	10/30/90			75.00			
10/31/92	0530140	TP //			IMP/PRO PKG	10/31/90			35.00			

NO ASTERISK-JAIL ORDERED, **=JAIL SUSPENDED, ***=OPTIONAL JAIL

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PURGE INDEX - NUMERIC

PURGE DATE	CASE NO.	TYPE	NAME	DOB	CHARGE	OFFENSE DATE	DISPO DATE	DISPO	FINE & COSTS	F&C SUSP	JAIL	PROB
6/23/04	96S707763A	OI	HARRIS/JAMES/ELBRIDGE	5/10/77	11-15 LTD AC	3/08/96	3/14/96	JDGMNT RNRDR	80.00			
6/23/04	96S707777A	OI	WIECZOREK/NICKLES/FRANK	12/16/58	EXP PLATES	2/21/96	3/04/96	JDGMNT RNRDR	75.00			
6/23/04	96S707779A	OI	KUPTZ/JOSEPH/EDWARD	8/22/47	1-5 MPH OVER	2/21/96	3/18/96	JDGMNT RNRDR		X		
6/23/04	96S707781A	OI	VARY/MARVA/JOELLE	10/08/68	DIS TRF SIG	2/25/96	3/12/96	JDGMNT RNRDR	70.00			
6/23/04	96S707782A	OI	KNATZ/CHRISTOPHER/COLIN	12/29/65	FAIL SIG/OBS	2/26/96	3/18/96	JDGMNT RNRDR	86.50			
6/23/04	96S707783A	OI	SHAW/MARK/STEVEN	3/12/66	TOO FAST/SLO	3/01/96	3/25/96	JDGMNT RNRDR	100.00			
6/23/04	96S707785A	OI	SHARP/BARBARA/	1/18/29	IMP/PRO PKG	3/02/96	3/18/96	JDGMNT RNRDR	50.00			
6/23/04	96S707804A	OI	JOHNSON/ANDY/	8/21/24	DIS STP SIGN	3/12/96	3/26/96	JDGMNT RNRDR	80.00			
6/23/04	96S707805A	OI	RASCOL/LIDIA/	12/04/31	DIS STP SIGN	3/12/96	3/19/96	JDGMNT RNRDR	80.00			
6/23/04	96S707818A	OI	DAVIS/BENJAMIN/N	6/29/47	DIS STP SIGN	3/17/96	3/28/96	JDGMNT RNRDR	80.00			
6/23/04	96S707822B	OI	ANDREWS/DAVID/RECARDO JR	8/02/79	NO PROOF REG	3/23/96	4/04/96	JDGMNT RNRDR		X		
6/23/04	96S707822C	OI	ANDREWS/DAVID/RECARDO JR	8/02/79	FSACDA	3/23/96	4/04/96	JDGMNT RNRDR		X		
6/23/04	96S707829A	OI	COCHRAN/CATHERINE/FAIRWEATH	7/14/42	IMP/PRO PKG	3/02/96	3/15/96	JDGMNT RNRDR	80.00			
6/23/04	96S707831A	OI	AUDISH/MAJED/ABDULAHAD	1/28/65	DEF/MIS EQUI	3/09/96	3/26/96	JDGMNT RNRDR	75.00			
6/23/04	96S707832A	OI	GIERMANSKI/JOHN/EDWARD	2/27/40	DIS TRF SIG	3/10/96	3/27/96	JDGMNT RNRDR		X		
6/23/04	96S707833A	OI	JONES/KIMBERLY/JENNIFER	12/15/74	IMP/PRO PKG	3/11/96	3/25/96	JDGMNT RNRDR	80.00			
6/23/04	96S707835A	OI	KUSHNER/FRANK/ROBERT	7/08/39	DIS TRF SIG	3/18/96	3/27/96	JDGMNT RNRDR		X		
6/23/04	96S707855A	OI	MCCLESKY/MARCANTHONY/ALEXAN	8/24/77	NO PROOF INS	3/16/96	3/25/96	JDGMNT RNRDR	45.00			
6/23/04	96S708001A	OI	HAWKES/TAMMIE/MARIE	10/20/57	6-10MPH LTD	2/29/96	3/21/96	JDGMNT RNRDR	90.00			
6/23/04	96S708032A	OI	LOWRY/CALVIN/OTTO	7/16/66	NO PROOF REG	3/08/96	3/28/96	JDGMNT RNRDR	75.00			
6/23/04	96S708033A	OI	VIERS/CHAD/TAYLOR	10/23/75	MTR VEH UNAT	3/08/96	3/26/96	JDGMNT RNRDR	80.00			
6/23/04	96S708035A	OI	GREEN/JOSEPH/PATRICK	4/18/68	11-15 LTD AC	3/10/96	3/19/96	JDGMNT RNRDR	85.00			
6/23/04	96S708037A	OI	BAZZI/RAHEZ/ALI	3/15/45	NO OPS ON PE	3/12/96	3/19/96	JDGMNT RNRDR	75.00			
6/23/04	96S708037C	OI	BAZZI/RAHEZ/ALI	3/15/45	DEF/MIS EQUI	3/12/96	3/21/96	JDGMNT RNRDR		X		
6/23/04	96S708038A	OI	PURDY/THOMAS/MARSHHELL	12/05/61	VIO SEAT BEL	3/13/96	3/26/96	JDGMNT RNRDR		X		
6/23/04	96S708038C	OI	PURDY/THOMAS/MARSHHELL	12/05/61	IMP/PRO PKG	3/13/96	3/26/96	JDGMNT RNRDR		X		
6/23/04	96S708040A	OI	HANLEY/LORNE/HENRY	7/13/52	DS TR CON DE	3/13/96	3/19/96	JDGMNT RNRDR	80.00			
6/23/04	96S708183A	OI	BASHI/SAIDA/	1/20/67	NO PKG 3-6AM	3/14/96	4/04/96	JDGMNT RNRDR	65.00			
6/23/04	96S708252A	OI	KURDZIEL/GERALD/THOMAS	7/27/61	DIS STP SIGN	3/21/96	4/04/96	JDGMNT RNRDR	90.00			
6/23/04	96S708254A	OI	SHAVOU/AMERA/	1/01/49	FAIL CHG ADD	3/21/96	4/04/96	JDGMNT RNRDR	70.00			
6/23/04	96S708256A	OI	CROMER/RICA/LASHAWN	7/29/68	FAIL CHG ADD	3/21/96	4/01/96	JDGMNT RNRDR		X		
6/23/04	96S708266C	OI	JERDO-MCLEMORE/DIANE/CAROL	7/14/59	FSACDA	3/26/96	4/04/96	JDGMNT RNRDR		X		
6/23/04	96S708277A	OI	FUKUDA/JIRO/	6/09/46	USE PVT PROP	3/08/96	3/12/96	JDGMNT RNRDR	75.00			
6/23/04	96S708278A	OI	AUSTIN/GEORGE/LEE	8/17/49	1-5 MPH LTD	3/08/96	3/20/96	JDGMNT RNRDR	75.00			
6/23/04	96S708279A	OI	DONAR/LINDA/MARIE	8/06/51	IMPED BLK TR	3/08/96	4/02/96	JDGMNT RNRDR	70.00			
6/23/04	96S708281A	OI	YOUNG-BOONE/DWAYNE/KENNETH	8/29/79	EXP PLATES	3/08/96	3/21/96	JDGMNT RNRDR		X		
6/23/04	96S708282C	OI	CONERLY/ARCELL/III	5/16/63	EXP PLATES	3/09/96	3/26/96	JDGMNT RNRDR		X		
6/23/04	96S708283B	OI	BARNES/MICHAEL/DAVID	1/25/65	FAIL TO YLD	3/12/96	3/14/96	JDGMNT RNRDR		X		
6/23/04	96S708284A	OI	MALKOWICZ/DANIEL/RAYMOND	3/17/66	USE PVT PROP	3/12/96	3/20/96	JDGMNT RNRDR	80.00			
6/23/04	96S708285B	OI	SEGAL/SCOTT/DAVID	6/14/70	USE PVT PROP	3/12/96	3/27/96	JDGMNT RNRDR		X		
6/23/04	96S708286A	OI	JANJANIAN/MIREILLE/AGOP	6/20/74	IMPED BLK TR	3/12/96	3/26/96	JDGMNT RNRDR	70.00			
6/23/04	96S708287A	OI	WALKER/YOLANDA/YVETTE	12/01/65	IMPED BLK TR	3/12/96	3/29/96	JDGMNT RNRDR	90.00			
6/23/04	96S708289A	OI	MISHO/KARAMA/	1/09/60	1-5 MPH LTD	3/12/96	3/26/96	JDGMNT RNRDR	70.00			
6/23/04	96S708290A	OI	ADAMS/IRENE/ESTHER	1/13/78	DS TR CON DE	3/12/96	3/14/96	JDGMNT RNRDR	70.00			
6/23/04	96S708293A	OI	BRUMAR/ROBERT/DANIEL	12/13/62	1-5 MPH OVER	3/12/96	3/21/96	JDGMNT RNRDR	70.00			
6/23/04	96S708296A	OI	JUDGE/MICHAEL/	10/29/36	DIS TRF SIG	3/20/96	3/26/96	JDGMNT RNRDR	80.00			
6/23/04	96S708298A	OI	HUMPHREY/ROBERT/JAMES JR	8/08/46	DEF/MIS EQUI	3/20/96	4/02/96	JDGMNT RNRDR	90.00			
6/23/04	96S708299A	OI	RATLIFF/CHERAY/LADONNA	11/16/66	NO PROOF INS	3/21/96	3/27/96	JDGMNT RNRDR		X		

NO ASTERISK=JAIL ORDERED, **=JAIL SUSPENDED, ****=OPTIONAL JAIL

Traffic/Criminal "Purged" ROA

STATE OF MICHIGAN 46TH JUDICIAL DISTRICT ORI630045J	REGISTER OF ACTIONS	CASE NO: 000-463406 D01 OI STATUS: CLSD 08/31/94
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JUDGE OF RECORD:
JUDGE: MOISEEV, SUSAN M., P-27303

v

KENNEDY/THOMAS/EDWARD
11577 JENNY
WARREN MI 48093

CTN:
SID:
ENTRY DATE: 07/11/94
OFFENSE DATE: 01/31/94 315 PM
VEHICLE TYPE: PA
VPN: MI FZK800 94
PAPER PLATE:

DOB: 03/12/1941 SEX: M RACE: W DLN: MI K530792189189
VEH YR: VEH MAKE: VIN:
DEFENSE ATTORNEY ADDRESS
PALOMBO, SALVATORE D.,
26120 VAN DYKE AVE
CENTER LINE MI 48015
OFFICER:

BAR NO.
P-35471
Telephone No.
(586) 754-8300

PROSECUTOR: O'REILLY, PAUL J.,
VICTIM/DESC: P-18517

COUNT 1 C/M/F: C 02200 PAAM#
CARELESS DRIVING
ARRAIGNMENT DATE: PLEA: PLEA DATE:
FINDINGS: FND NOT RESP DISPOSITION DATE: 08/31/94
SENTENCING DATE: 08/31/94

FINE	COST	ST.COST	CON	MISC.	REST	TOT FINE	TOT DUE
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

JAIL SENTENCE: PROBATION:
VEH IMMOB START DATE: NUMBER OF DAYS: VEH FORFEITURE:

DATE	ACTIONS, JUDGMENTS, CASE NOTES	INITIALS
01/31/94	1 ORIGINAL CHARGE CARELESS DRV ORDINANCE FINE & COSTS/TRAFFIC CIVIL INFRACTION	DAR
	STATE COSTS (\$5.00 JFEE)	\$ 111.00 DAR
	MICHIGAN JUSTICE TRAINING FUND	\$ 5.00 DAR
	MICHIGAN HIGHWAY SAFETY FEE	\$ 5.00 DAR
	SECONDARY ROAD PATROL FEE	\$ 5.00 DAR
	STATE COSTS - 1993	\$ 4.00 DAR
	DUE DATE 21494	DAR
07/11/94	SCAO TRANSFER FROM STERLING HEIGHTS VIOLATION BUREAU ACTION ALL COUNTS JDG MOISEEV, SUSAN M., PROS O'REILLY, PAUL J., ATT PALOMBO, SALVATORE D SCHEDULED FOR FORMAL HEARING	DAR DAR P-27303 DAR P-18517 DAR P-35471 DAR
	081094 1015A MOISEEV, SUSAN M.,	P-27303 DAR
	1 NOTICE TO APPEAR GENERATED CARELESS DRV	DAR
08/01/94		

Civil Purge Selections and List by Case Number

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CIVIL PURGE SELECTIONS

CASE TYPES	NUMBER OF DAYS		
	DIS	JGE	OTHER
SC Small Claims	2000	2000	2000
GC General Civil	0	0	0
GZ Misc Civil	0	0	0
LT & SP Landlord/Summary	0	0	0

MAXIMUM CASES TO BE PURGED 999,999

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CASE NO.	TYPE	PARTY NO.	NAME	LAST ACTION DATE	FILE DATE
SC882006	SC	P01	HORTON/DANIEL/	1/26/89	12/29/88
SC882006	SC	D01	GILMORE/JAMES/	1/26/89	12/29/88
SC890017	SC	P01	OAKLAND LIMOSINE//	7/04/89	1/04/89
SC890017	SC	D01	BERRY/TONIA/	7/04/89	1/04/89
SC890255	SC	P01	DIFLOE/FRANK/	10/24/89	2/13/89
SC890255	SC	D01	DEFLOE/FRANK/	10/24/89	2/13/89
SC890285	SC	P01	COMPLETE DENTAL CARE W. PC//	3/30/89	2/17/89
SC890285	SC	D01	TUMIDANSKI/STEVEN/	3/30/89	2/17/89
SC890482	SC	P01	KARLIN/PHILIP/	3/28/89	3/17/89
SC890482	SC	D01	TOTH/Fran/	3/28/89	3/17/89
SC890524	SC	P01	MORGAN/JUNE/	5/11/89	3/27/89
SC890524	SC	D01	BEDFORD/CLINTON/	5/11/89	3/27/89
SC890524	SC	D02	BEDFORD/MRS./CLINTON	5/11/89	3/27/89
SC890847	SC	P01	SOUTHFIELD MENTAL HEALTH//	11/29/89	5/22/89
SC890847	SC	D01	SMITH/SUSAN/	11/29/89	5/22/89
SC890848	SC	P01	SOUTHFIELD MENTAL HEALTH//	6/09/89	5/22/89
SC890848	SC	D01	PAKOS/JOHN/	6/09/89	5/22/89
SC891157	SC	P01	BEVERLY HILLS VET. ASSOC.//	7/21/89	7/17/89
SC891157	SC	D01	CLIFFORD/DIANE/	7/21/89	7/17/89
SC891446	SC	P01	NEW YORK CARPET WORLD//	9/15/89	9/05/89
SC891446	SC	D01	POTTER/RUTH/	9/15/89	9/05/89
SC891446	SC	D02	POTTER/KEITH/	9/15/89	9/05/89
SC900024	SC	P01	STEINBERG/JORDAN/B.	8/13/90	1/08/90
SC900024	SC	D01	MILLER/BERNARD/	8/13/90	1/08/90
SC900045	SC	P01	DEVINE/LEO/C.	2/01/90	1/12/90
SC900045	SC	D01	WIGGLE/CANDICE/BEVERLY	2/01/90	1/12/90
SC900054	SC	P01	HARGO/DOROTHY/MAE	2/14/90	1/16/90
SC900054	SC	D01	TRI-COUNTY TOWING//	2/14/90	1/16/90
SC900087	SC	P01	MORIN/MARK/D.D.S.	2/14/90	1/18/90
SC900087	SC	D01	BLANTON/MARLENE/	2/14/90	1/18/90
SC900204	SC	P01	ST./CLAIR/ROBERT	5/16/90	2/02/90
SC900204	SC	D01	STATE FARM INS. CO.//	5/16/90	2/02/90
SC900937	SC	P01	DURANTE/SUE/	12/30/90	6/13/90
SC900937	SC	D01	LOOMUS/MARK/	12/30/90	6/13/90

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PURGE DATE	CASE NO.	PARTY TYPE NO.	NAME	OPPOSING PARTY	JUDGE	FILE DATE	DISPO DATE	LAST ACTION DATE	LAST CODE
06/23/04	SC971460	SC D01	\$2.89 CLEANERS//	JACKSON/VERA/E.	MAGISTRATE 4	11/12/97	01/14/98	1/14/98	DSR61
06/23/04	SC970693	SC D01	\$2.89 DRY CLEANERS//	CLARK/ALMA//	MAGISTRATE 4	5/28/97	07/02/97	7/02/97	JGR68
06/23/04	SC930376	SC D01	A & J YOUNG'S VALUE PLUS//	DELI ISLAND//	MAGISTRATE 4	3/22/93	06/16/93	6/16/93	JGE
06/23/04	SC980372	SC P01	A & K PETRO, INC.//	GREEN/EDWARD//	MAGISTRATE 4	3/17/98		6/01/98	HRC38
06/23/04	SC980373	SC P01	A & K PETRO, INC.//	DORRO/MOHAMAD//	MAGISTRATE 4	3/17/98		3/18/98	HRC38
06/23/04	SC940942	SC P01	A & M COURT REPORTING INC.//	PUZZUOLI/RICHARD//	MAGISTRATE 4	7/12/94	08/23/94	8/23/94	DSE
06/23/04	SC951581	SC P01	A & M COURT REPORTING//	SHULMAN/GREGORY//	MAGISTRATE 4	11/28/95		1/02/96	HRJ
06/23/04	SC970130	SC P01	A & R MOTORS//	VANDENBROOK/RONALD//	MAGISTRATE 4	1/27/97		1/28/97	HRC38
06/23/04	SC980106	SC D01	A & R SEALCOATING, INC.//	LEBLANC/MARK/J.	MAGISTRATE 4	1/23/98	04/23/98	4/23/98	JGR66
06/23/04	SC920744	SC D03	A & R SERVICES INC.//	U.S. FINANCIAL SERVICES//	MAGISTRATE 4	5/12/92	06/17/92	6/17/92	JGE
06/23/04	SC940531	SC D01	A BASE COMPUTER GRAPHICS//	AV/REPRODUCTIONS/INC.	MAGISTRATE 4	4/20/94	05/25/94	5/25/94	JGE
06/23/04	SC940943	SC D01	A CUT ABOVEV//	NEW HOMEOWNERS MARKETING//	MAGISTRATE 4	7/12/94	08/24/94	8/24/94	DSE
06/23/04	SC931009	SC D01	A G & ASSOC.//	CEI COPY PRODUCTS//	MAGISTRATE 4	8/02/93	08/31/93	8/31/93	DSE
06/23/04	SC971383	SC P01	A VISUAL IMPACT OF MICHIGAN	HISTORICAL COURTYARDS AND G	MAGISTRATE 4	10/24/97	12/03/97	12/03/97	ORE25
06/23/04	SC971384	SC P01	A VISUAL IMPACT OF MICHIGAN	HISTORICAL COURTYARDS AND G	MAGISTRATE 4	10/24/97	12/03/97	12/03/97	ORE25
06/23/04	SC971385	SC P01	A VISUAL IMPACT OF MICHIGAN	HISTORICAL COURTYARDS AND G	MAGISTRATE 4	10/24/97	12/03/97	12/03/97	ORE25
06/23/04	SC940160	SC P01	A. ENTERTAINMENT SERVICES//	CHASSIN/LAWRENCE/ALLAN	MAGISTRATE 4	1/31/94	06/16/94	6/16/94	DSE
06/23/04	SC960795	SC D01	A.B.C. WAREHOUSE//	RABBAN/SALAM//	MAGISTRATE 4	6/04/96	08/15/96	8/15/96	ORE25
06/23/04	SC980990	SC D01	A.C. PAINTING & DRY WALL//	ARA, INC.//	MAGISTRATE 4	7/30/98	10/30/98	10/30/98	DSE20
06/23/04	SC930923	SC P01	A.D.A. DISABILITY SIGN//	AMERIFIRST INTERNATIONAL//	MAGISTRATE 4	7/19/93	08/18/93	8/18/93	JGE
06/23/04	SC931090	SC P01	A.D.A. DISABILITY SIGN//	AMERIFIRST INTRNL INC.//	MAGISTRATE 4	8/17/93	01/06/94	1/06/94	JGE
06/23/04	SC920198	SC P01	A.G. HEATING & COOLING//	GURWIN/DONALD/E.	MAGISTRATE 4	2/05/92	03/26/92	3/26/92	DSE
06/23/04	SC921279	SC P01	A.G. HEATING & COOLING//	GURWIN/E./DONALD	MAGISTRATE 4	8/27/92	09/23/92	9/23/92	ORE25
06/23/04	SC971228	SC P01	A.G. HGT & CLG//	STERN/CAROL//	MAGISTRATE 4	9/16/97		9/16/97	HRC38
06/23/04	SC970435	SC D01	A.J. STEVENS INT.//	ACTION DIST.//	MAGISTRATE 4	4/02/93	07/21/93	7/21/93	DSE20
06/23/04	SC941653	SC D01	A.J.F. ASPHALT PAVING//	STRINGER/JACK//	MAGISTRATE 4	11/09/94	09/05/95	9/05/95	DSE
06/23/04	SC921816	SC P01	A.L. PRICE INC.//	FALLS/NINA//	MAGISTRATE 4	12/15/92	02/23/93	2/23/93	JGE
06/23/04	SC920261	SC D01	A.LL FASTER//	CARPET GALLERY//	MAGISTRATE 4	2/13/92	05/20/92	5/20/92	DSE20
06/23/04	SC971024	SC P01	A.M. LAWN SPRINKLERS CO.//	BROWN/MRS.//	COOPER, STEPH	8/04/97		3/12/98	HRJ41
06/23/04	SC931299	SC P01	A.S.I. IMPROVEMENT CO.//	TELFORD/ROCKY/DBA R & T	MAGISTRATE 4	9/24/93	12/02/93	12/02/93	JGE
06/23/04	SC941706	SC P01	A.S.K. HEALTH CARE SERVICES	LIFECARE COMPREHENSIVE REHA	MAGISTRATE 4	11/16/94	02/07/95	2/07/95	JGE
06/23/04	SC920708	SC P01	A.X.I. ROAD DIVISION//	UNITED PAINT//	MAGISTRATE 4	5/04/92	06/09/92	6/09/92	ORE25
06/23/04	SC950378	SC P01	A-BASE COMPUTER GRAPHICS//	ROYAL COURIER SERVICE//	MAGISTRATE 4	9/30/92	11/05/92	11/05/92	JGE
06/23/04	SC981132	SC D01	A-LUS JANITORIAL SERVICES//	COMPREHENSIVE ACCOUNTING//	MAGISTRATE 4	3/22/95	07/20/95	7/20/95	JGE
06/23/04	SC921262	SC D01	A-ONE INSTALLATION, INC.//	FLO-CO GROUP, INC.//	MAGISTRATE 4	8/21/98	10/07/98	12/30/98	WRI30
06/23/04	SC980103	SC D01	A-ONE REPAIRS//	RENO/DION//	MAGISTRATE 4	8/24/92	10/01/92	10/01/92	JGE
06/23/04	SC980103	SC D01	A-1 CEMENT INC.//	DESLIERES/ROBERT/L.	MAGISTRATE 4	1/23/98	03/26/98	3/26/98	DSR61
06/23/04	SC980250	SC P01	A-1 CLEANING SERVICES, INC.	HARPER/GAIL//	MAGISTRATE 4	2/19/98		2/25/98	HRC38
06/23/04	SC980252	SC P01	A-1 CLEANING SERVICES, INC.	KAISER/CHARLES/JR.	MAGISTRATE 4	2/19/98		2/25/98	HRC38
06/23/04	SC980253	SC P01	A-1 CLEANING SERVICES, INC.	TEREBELO/BENNETT/S.	MAGISTRATE 4	2/19/98		3/26/98	HRC38
06/23/04	SC980254	SC P01	A-1 CLEANING SERVICES, INC.	ALLEN/ERNEST//	MAGISTRATE 4	2/19/98		2/25/98	HRC38
06/23/04	SC961322	SC D01	A-1 DOCTOR DRAIN//	TARNO/VICTORIA/COLLEEN	MOISEEV, SUSAN	9/10/96	11/20/96	12/23/96	WRI30
06/23/04	SC970304	SC D01	A-1 DOCTOR DRAIN//	LITTLEJOHN/MARONDA//	MAGISTRATE 4	2/27/97	06/04/97	6/04/97	DSE20
06/23/04	SC940717	SC D01	A-1 GOLF HOSPITAL//	PENDERGRAS/GREG//	MAGISTRATE 4	5/26/94	07/12/94	7/12/94	ORE25
06/23/04	SC940500	SC D01	A-1 WOOD FLOORS//	VIGILANTE SECURITY INC.//	MAGISTRATE 4	4/14/94	05/18/94	5/18/94	JGE
06/23/04	SC931481	SC P01	A-1/COMFORT/CONTROL INC.	BANKS/BOBBIE/J.	MAGISTRATE 4	10/29/93	12/15/93	12/15/93	JGE
06/23/04	SC980980	SC D01	AAA BOARD-VF//	FAZIO/EDWARD//	MAGISTRATE 4	7/29/98	08/20/98	8/20/98	ORE25
06/23/04	SC970239	SC D01	AAA CASTLE INS. CO.//	WARDIA/MUNADEL//	MAGISTRATE 4	2/18/97	03/11/97	3/11/97	ORE25
06/23/04	SC930543	SC D01	AAA CHIMNEY CO.//	THOMPSON/DAVID/M.	MAGISTRATE 4	4/26/93	08/09/93	8/09/93	DSE20
06/23/04	SC930965	SC D01	AAA CLAIMS//	MESCLIER/CHERI//	MAGISTRATE 4	7/26/93	08/26/93	8/26/93	ORE25

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PURGE DATE	CASE NO.	TYPE	PARTY NO.	NAME	JUDGE	FILE DATE	DISPO DATE	LAST ACTION DATE	LAST CODE
06/23/04			D01	WELCH/WAYNE/	MAGISTRATE 4	10/30/98	12/16/98	12/16/98	DSE61
06/23/04			D02	WELCH/CHARLENE/	MAGISTRATE 4	10/30/98	12/16/98	12/16/98	DSE61
06/23/04	SC981499	SC	P01	NORTH AMERICAN INTERSTATE,	MAGISTRATE 4	10/30/98		12/09/98	TRC38
06/23/04			D01	WILLIAMS/PAUL/	MAGISTRATE 4	10/30/98	12/17/98	12/17/98	DSE60
06/23/04	SC981501	SC	P01	MANNINGS/YOLANDA/	MAGISTRATE 4	11/02/98		11/03/98	HRC38
06/23/04			D01	ROSS/TYRONE/	MAGISTRATE 4	11/02/98	11/16/98	11/16/98	DSE61
06/23/04	SC981502	SC	P01	MOYER/MARGARET/	MAGISTRATE 4	11/02/98	12/02/98	12/02/98	ORE25
06/23/04			P02	FIKES/KEWAYE/	MAGISTRATE 4	11/02/98	12/02/98	12/02/98	ORE25
06/23/04			D01	DANMAR WINDOWS INC.//	MAGISTRATE 4	11/02/98	12/02/98	12/02/98	ORE25
06/23/04	SC981503	SC	P01	MAPLE TREE APARTMENTSS//	MAGISTRATE 4	11/03/98		11/04/98	HRC38
06/23/04			D02	LANE/BETH/	MAGISTRATE 4	11/03/98	11/16/98	11/16/98	DSE60
06/23/04	SC981504	SC	P01	HENRICH/CARRIE/	MAGISTRATE 4	11/03/98	11/16/98	11/16/98	DSE60
06/23/04			D01	COUNTRY COURT APARTMENTS//	MAGISTRATE 4	11/03/98		11/04/98	HRC38
06/23/04			D02	ARDEN/WILLIAM/	MAGISTRATE 4	11/03/98	11/16/98	11/16/98	DSE60
06/23/04			D02	ARDEN/ETHEL/	MAGISTRATE 4	11/03/98	11/16/98	11/16/98	DSE60
06/23/04	SC981508	SC	P01	ARLEYS FIRESTONE INC//	MAGISTRATE 4	11/03/98		11/04/98	HRC38
06/23/04			D01	SAPP/HIRAM M JR/	MAGISTRATE 4	11/03/98	11/13/98	11/13/98	DSE61
06/23/04	SC981510	SC	P01	FASHION FINALE//	MAGISTRATE 4	11/03/98		11/04/98	HRC38
06/23/04			D01	BLANTON/SANDRA/	MAGISTRATE 4	11/03/98	12/16/98	12/16/98	JGB67
06/23/04	SC981511	SC	P01	ENTERPRISE LEASING CO. OF D	MAGISTRATE 4	11/03/98		11/04/98	HRC38
06/23/04			D01	SANDERS/LORENE/	MAGISTRATE 4	11/03/98	11/25/98	11/25/98	DIE
06/23/04	SC981517	SC	P01	SHEPPFIELD/CAROL/	MAGISTRATE 4	11/04/98		11/09/98	HRC38
06/23/04			P02	ERVIN/GERALD/	MAGISTRATE 4	11/04/98		11/04/98	ALF
06/23/04			D01	INGRAM/DARNELL/A.	MAGISTRATE 4	11/04/98	12/16/98	12/16/98	JGB68
06/23/04	SC981519	SC	P01	DETROIT TITLE INSURANCE AGE	MAGISTRATE 4	11/04/98	12/16/98	12/16/98	ORE25
06/23/04			D01	BRITTON/LULA/B	MAGISTRATE 4	11/05/98	12/16/98	12/16/98	ORE25
06/23/04	SC981523	SC	P01	ALLAN H. FINN, DDS, PC//	MAGISTRATE 4	11/06/98		11/09/98	HRC38
06/23/04			D01	GRIFFIN/LISA/	MAGISTRATE 4	11/06/98	12/16/98	12/16/98	JGB68
06/23/04	SC981528	SC	P01	KALLUSH/HELEN/	MAGISTRATE 4	11/06/98	11/20/98	11/20/98	ORE25
06/23/04			D01	HIGHLAND MANAGEMENT COMPANY	MAGISTRATE 4	11/06/98	11/20/98	11/20/98	ORE25
06/23/04	SC981529	SC	P01	JOSEPH S. GANTZ, DDS, PC//	MAGISTRATE 4	11/06/98		11/09/98	HRC38
06/23/04			D01	LAHTINEN/ABIGAIL/	MAGISTRATE 4	11/06/98	12/23/98	12/23/98	DSE61
06/23/04	SC981530	SC	P01	JOSEPH S. GANTZ, DDS, PC//	MAGISTRATE 4	11/06/98		11/09/98	HRC38
06/23/04			D01	SREEDHAR/CHARLAKALU/	MAGISTRATE 4	11/06/98	11/18/98	11/18/98	DSE61
06/23/04	SC981532	SC	P01	JOSEPH S. GANTZ, DDS, PC//	MAGISTRATE 4	11/06/98		11/09/98	HRC38
06/23/04			D01	SCARBOROUGH/JOHNNIE/	MAGISTRATE 4	11/06/98	12/23/98	12/23/98	DSE61
06/23/04	SC981533	SC	P01	JOSEPH S. GANTZ, DDS, PC//	MAGISTRATE 4	11/06/98		11/09/98	HRC38
06/23/04			D01	SEABOLD/DEBRA/	MAGISTRATE 4	11/06/98	12/16/98	12/16/98	DSE61
06/23/04	SC981546	SC	P01	RELLE/JAMES/D	MAGISTRATE 4	11/05/98		11/17/98	HRC38
06/23/04			D01	MANNES/DANIEL/J.	MAGISTRATE 4	11/05/98	12/23/98	12/23/98	DSE61
06/23/04			D02	CAR SOUND & ALARM, INC.//	MAGISTRATE 4	11/05/98	12/23/98	12/23/98	DSE61
06/23/04	SC981547	SC	P01	FOOT HEALTHCARE ASSOCIATE//	MAGISTRATE 4	11/10/98		12/21/98	HRC38
06/23/04			D01	TOMLINSON/TANYA/	MAGISTRATE 4	11/10/98	12/22/98	12/22/98	DSE61
06/23/04	SC981552	SC	P01	TELECHECK MICHIGAN, INC.//	MAGISTRATE 4	11/10/98		11/17/98	HRC38
06/23/04			D01	HOWARD/VIVECA/	MAGISTRATE 4	11/10/98	12/04/98	12/04/98	DSE61
06/23/04	SC981555	SC	P01	BUCCELLATO/LEO/	MAGISTRATE 4	11/10/98	12/21/98	12/21/98	ORE25
06/23/04			D01	HOCKING/DEBBIE/	MAGISTRATE 4	11/10/98	12/21/98	12/21/98	ORE25
06/23/04	SC981565	SC	P01	ALLAN H. FINN, DDS, PC//	MAGISTRATE 4	11/12/98		11/17/98	HRC38
06/23/04			D01	WILLOUGHBY/STEPHANIE/	MAGISTRATE 4	11/12/98	12/23/98	12/23/98	DSE61
06/23/04	SC981567	SC	P01	GRANGER/PREVIN/	MAGISTRATE 4	11/12/98	12/22/98	12/22/98	ORE25

Civil "Purged" ROA

STATE OF MICHIGAN 46TH JUDICIAL DISTRICT	REGISTER OF ACTIONS	CASE NO: SC981711 SC STATUS: CLSD
Court Address 26000 EVERGREEN RD. SOUTHFIELD MI 48076		Court Telephone (248) 796-5870
JUDGE: MAGISTRATE 46 DISTRICT COURT # 2461		

P01	PLAINTIFF	(CLSD)	Attorney
	DETROIT EDISON//		
	26801 NORTHWESTERN HWY		
	SOUTHFIELD	MI 48034	
	(248) 223-2164		
D01	DEFENDANT	(CLSD)	
	SAMS CLUB//		
	22500 W 8 MILE RD		
	SOUTHFIELD	MI 48034	

DATE	ACTIONS, JUDGMENTS, CASE NOTES	INITIALS
12/11/98		
P01	AFFDV & CLM FILED	RRS
	FILING FEE PAID \$32.00 RCPT # D311657	FHM
	MAILING FEE PAID \$5.00 RCPT # D311657	FHM
12/21/98		
D01	AFFDV & CLM ISSUED	RRS
ALL	HEARING SMALL CLAIMS SCHEDULED \$1,000.00	RRS
	01/26/99 01:30P	
12/22/98		
ALL	CERTIFIED MA ISSUED	RRS
12/30/98		
D01	DISMISSAL WITHOUT PREJUDICE ENTERED	RRS

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RECEIPT DATE	RECEIPT NO	NAME	CLOSE DATE	CASE NO	PTY	COUNT	TYPE	PURGE DATE
10/04/81	0035653	KRUEGER/SUNDIE/	10/27/00	492-811417	D01	01	BT01	06/23/04
10/26/81	0038563	FARVER/LYNN/	10/26/00	492-811544	D01	01	BT01	06/23/04
10/26/81	0038564	LEONARD/LINDA/	10/26/00	492-811547	D01	01	BT01	06/23/04
11/09/81	0040561	SHAFER/CHERI/	10/27/00	492-811618	D01	01	BT01	06/23/04
05/12/82	0065795	SOAVE/FRANCINE/	10/26/00	492-811289	D01	01	BT01	06/23/04
09/12/85	0007703	BAILEY/HENRY/	11/03/98	89-3122	D01	01	BT01	06/23/04
02/18/88	0096076	LABODIE/LINDA/	06/30/93	110-413634	D01	01	BT01	06/23/04
10/31/88	0040493	DUDA/ANNE/MILLER	06/30/93	111-020003	D01	01	BT01	06/23/04
07/12/89	0086957	KING/LINDA/	06/30/93	111-020250	D01	01	BT01	06/23/04
09/25/89	0098672	GOLDSCHLAG/JOSEPH/	08/05/97	291-890548	D01	02	BT02	06/23/04
09/25/89	0098672	GOLDSCHLAG/JOSEPH/	08/05/97	291-890548	D01	01	BT01	06/23/04
06/08/90	0045488	COWAN/SCHENK/	12/30/97	GC-8702458	D01	00	BT01	06/23/04
06/15/90	0046783	WRIGHT/MNB/	12/30/97	GC-8701134	D01	00	BT01	06/23/04
06/15/90	0046785	BLUM/ARAGON BUSINESS/	10/01/97	GC-8702953	P01	00	BT01	06/23/04
06/18/90	0046944	BENTON-BEY/BARATA/	08/05/97	492-901285	D01	01	BT01	06/23/04
08/21/90	0058063	CAROLYN/KENNETH/	10/23/97	GC-8700593	D01	00	BT01	06/23/04
08/31/90	0060033	OAK CTY//	12/23/98	GC-8909076	P01	00	BT01	06/23/04
01/11/91	0082142	JENKINS/ELVIA/	05/22/95	492-861323	D01	01	BT01	06/23/04
01/18/91	0083177	GRANT/MICHAEL/	11/03/98	492-910166	D01	01	BT01	06/23/04
04/15/91	0097585	HARRISON/JEFFERSON/	05/24/91	492-910781	D01	01	BT02	06/23/04
04/30/91	00179	BERRY/STANLEY/JAY	03/05/93	490C911016	D01	01	BT01	06/23/04
05/06/91	0000006	MAYCOCK/MELANIE/A	05/17/91	090-538409	D01	01	BT01	06/23/04
05/06/91	0000021	WILSON/KELLYN/	05/08/91	091-025885	D01	01	BT01	06/23/04
05/06/91	0000024	LEGGETTE/CHELDON/	05/20/91	090-469368	D01	01	BT01	06/23/04
05/06/91	0000027	SMITH/GARY/	07/09/91	091-024013	D01	01	BT01	06/23/04
05/06/91	0000114	MOLITER/MICHAEL//	05/22/91	100-525111	D01	01	BT01	06/23/04
05/06/91	0000202	MALONE/BERITA/	05/20/91	110-544620	D01	01	BT01	06/23/04
05/06/91	0000204	ZONNO/GARY/JOSEPH	07/17/91	110-541574	D01	01	BT01	06/23/04
05/06/91	0000207	HARRIS/BEVERLY/A	12/18/91	110-536073	D01	01	BT01	06/23/04
05/06/91	0000210	GOLBIN/ERIK/	07/17/91	110-544253	D01	01	BT01	06/23/04
05/06/91	0000214	FEDORCHAK/FRANK/D	07/17/91	110-544622	D01	01	BT01	06/23/04
05/07/91	0000486	RUSSELL/MIKE/DEAN	06/12/91	390-946343	D01	01	BT01	06/23/04
05/07/91	0000493	ADAMS/TERRY/	03/04/93	091-027208	D01	01	BT01	06/23/04
05/07/91	0000495	BARRON/JACQUELINE//	03/05/93	492-910956	D01	01	BT02	06/23/04
05/07/91	0000496	COOPER/DARRIN/ROBERT	05/07/91	492-910962	D01	01	BT02	06/23/04
05/08/91	0000653	DUNLAP/RICHARD/A	07/17/91	110-544556	D01	01	BT01	06/23/04
05/08/91	0000654	BARTLE/DANIEL/W	05/22/91	110-544478	D01	01	BT01	06/23/04
05/09/91	0000789	LAVALLE/DAVID/A	07/24/91	290-910237	D01	01	BT01	06/23/04
05/09/91	0000790	ARMSTRONG/TERRANCE//	06/17/91	090-543429	D01	01	BT01	06/23/04
05/09/91	0000792	FREGOLLE/BERYL/	06/14/91	492-911067	D01	01	BT01	06/23/04
05/09/91	0000966	HOGAN/KEVIN/	05/22/91	110-544452	D01	01	BT01	06/23/04
05/09/91	0000979	PURCELL/WANDA/A	05/10/91	492-911026	D01	01	BT02	06/23/04
05/09/91	0000980	BROOKS/THOMAS/	03/05/93	492-911018	D01	01	BT02	06/23/04
05/09/91	0000983	MCDOWELL/GERALD/	07/16/91	090-542031	D01	01	BT01	06/23/04
05/10/91	0001071	TAYLOR/TYRONE/D	05/21/91	390-525372	D01	01	BT01	06/23/04
05/10/91	0001082	BLANCH/EULA/MAE	03/05/93	OCA7609886	D01	01	BT01	06/23/04
05/10/91	0001107	BIONDO/KEVIN/	09/18/91	120-542561	D01	01	BT01	06/23/04
05/13/91	0001298	JANISSE/RAYMOND/	10/16/91	390-977258	D01	01	BT01	06/23/04
05/13/91	0001299	WOLTANSKI/THOMAS/	08/15/91	290-910239	D01	01	BT01	06/23/04
05/13/91	0001300	TALBERT/TONYA/	06/14/91	492-911080	D01	01	BT01	06/23/04
05/13/91	0001301	LOYT/VALENTINA/	06/14/91	492-911079	D01	01	BT01	06/23/04

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ABSTRACT PURGE LIST

SEQ NUMBER	CASE NO.	DLN	NAME	DOB	VIOLATION DATE	ADJUDICATE DATE	OFF	SPEED	JUDGE	SI	VEH	TYP	ABS
77096	00-B-02393	G200744002263	ROBBIE GHOSH	4/03/83	4/19/00	3/26/01	3000		25576				A
78077	00-M-01541	M000390792848	JEFFERY THOMAS-PATTON MOY	11/04/80	8/05/00	4/18/01	3200		25576				A
	X Plate#:	Veh Yr/Make/VIN:		Veh Forf:	Immobilization:	Start Date:						#Days:	
75901	00-M-02119	H625887303790	WILLIAM HENRY HERGENRADER	10/14/75	10/30/00	2/27/01	3200		25576				A
74938	00-M-02419	H250275465467	GERALD KEITH HOGAN JR	6/18/77	9/20/00	2/01/01	3200		12211				A
77639	00-S-00470	J525886012597	WILLIE JOHNSON III	7/30/80	3/05/00	2/22/01	9200		12211				A
	Fine:	0 Jail:	Comsrv:	Rehab:	OrgChg:9200	Trial:	Revoke:	Susp:	Rest:	Judge2:			
80475	00-S-00494	W320115139726	CHERYL DENISE WOODS	9/19/68	11/11/99	6/18/01	3200		13724				A
80476	00-S-00494	W320115139726	CHERYL DENISE WOODS	9/19/68	11/11/99	6/18/01	3250		13724				A
59963	00-S-00498	J250488019661	CORLASHUNN JACKSON	8/24/66	3/09/00	3/15/00	3200		12211				A
80407	00-S-00659	J520866162896	WARNER EARL JONES	11/23/57	8/21/99	6/15/01	3200		13724				A
80408	00-S-00659	J520866162896	WARNER EARL JONES	11/23/57	8/21/99	6/15/01	1300		13724				A
	Fine:	0 Jail:	Comsrv:	Rehab:	OrgChg:1300	Trial:	Revoke:	Susp:	Rest:	Judge2:			
75673	00-S-00827	B650766307876	SILAS HILL BROWN	11/15/79	4/02/00	2/21/01	3200		12211				A
75674	00-S-00827	B650766307876	SILAS HILL BROWN	11/15/79	4/02/00	2/21/01	1630		12211				A
82537	00-S-00829	W452122585908	COREY MARTELL WILLIAMS	11/28/80	4/24/00	8/02/01	3000		12211				A
80359	00-S-01158	J525139777164	DRSHAWN STEVEN JOHNSON	3/03/75	5/21/00	6/14/01	3200		25576				A
80072	00-S-01253	W452755067072	RYAN ANTHONY WILLIAMS	1/27/82	4/02/99	6/06/01	9200		27303				A
	Fine:	0 Jail:	Comsrv:	Rehab:	OrgChg:9200	Trial:	Revoke:	Susp:0180	Rest:0185X	Judge2:			
	Work Location#1:			Hours:		Days:							
73806	00-S-01262	S363680630990	PERRY NICHOLE STEWART	12/28/79	5/29/00	12/29/00	1630A		25576				A
74477	00-S-01265	P362585020386	MARTIN PATTERSON IV	5/22/75	2/04/00	1/18/01	1800		25576				A
74424	00-S-01359	P362734402505	RENIKO JEROME PETERS	6/28/77	7/13/00	11/14/00	3200		25576				PA B
	X Plate#:	RRB026 Veh Yr/Make/VIN:	2000/FORD/1FMZU84P5YZA18417	Veh Forf:	Immobilization:	Y Start Date:	1/17/01				#Days:	90	
74262	00-S-01366	M324115666665	CHARLES ORLANDO MITCHELL JR	8/26/82	7/01/00	1/11/01	1630		27303				A
75511	00-S-01474	R262071758729	ARTISHA SAMOUN ROGERS	9/20/80	5/02/00	2/14/01	9200		27303				A
	Fine:	0 Jail:	Comsrv:	Rehab:	OrgChg:9200	Trial:	Revoke:	Susp:0180	Rest:	Judge2:			
75599	00-S-01588	P622603367841	MICHAEL JAMES PERCZAK	11/01/72	8/05/00	2/20/01	1810		12211				A
74229	00-S-01604	F260029461197	ABDUL KAREEM FAKIR	3/15/70	8/03/00	1/12/01	3200		25576				A
79252	00-S-01658	W300429792345	JOHN THEODORE WHITE	5/05/80	8/18/00	5/16/01	1630		27303				A
73730	00-S-01687		DLNLAWRENCE RENARD LEWIS	6/01/56	7/30/00	12/27/00	3200		27303				A
73985	00-S-01729	H320465666002	KENNETH ORLANDO HODGE	1/01/60	9/09/00	11/14/00	3200		25576				A
74674	00-S-01782	R240347590947	IVAN MAURICE RUSSELL	12/13/63	9/15/00	1/08/01	9200		12211				A
	Fine:	0 Jail:	Comsrv:	Rehab:	OrgChg:9200	Trial:	Revoke:	Susp:0180	Rest:	Judge2:			
74675	00-S-01799	H620765143663	SHAWN DIABLO HARRIS	8/25/68	9/17/00	1/23/01	3200		25576				A
78651	00-S-01825	H400067809066	ANTHONY TYRONE HOWELL	1/24/78	5/25/00	5/02/01	3200		25576				A
75345	00-S-01844	S420066744202	AMY ROBINSON SLACK	3/17/68	9/23/00	2/13/01	3000		27303				A
75346	00-S-01844	S420066744202	AMY ROBINSON SLACK	3/17/68	9/23/00	2/13/01	1300		27303				A
75902	00-S-01917	G652149585149	DOREEN MARIE GRIMES	2/26/71	8/13/00	2/27/01	3200		28048				A
75903	00-S-01917	G652149585149	DOREEN MARIE GRIMES	2/26/71	8/13/00	2/27/01	1300		28048				A
74025	00-S-01922	W4527744014330	RONALD WILLIAMS	4/30/79	6/16/00	1/05/01	3200		12211				A
74081	00-S-01941	H263139887237	DERON WILLIAM HAGGERT	3/24/83	9/05/00	1/09/01	3000		28048				A
75512	00-S-01966	S563839564295	VANESSA LYNN SIMARD	4/16/77	10/11/00	1/09/01	3200		12211				PA A
	X Plate#:	SEV436 Veh Yr/Make/VIN:	2000/FORD/1FMZU72X6YZB11749	Veh Forf:	Immobilization:	N Start Date:					#Days:		
74480	00-S-01967	G520522585470	LISA MARIE GAINES	6/19/81	10/06/00	1/18/01	3000		25576				A
74481	00-S-01967	G520522585470	LISA MARIE GAINES	6/19/81	10/06/00	1/18/01	3100		25576				A
	Fine:	0 Jail:	Comsrv:	Rehab:	OrgChg:0000	Trial:	Revoke:	Susp:	Rest:	Judge2:			
75347	00-S-01996	G520364405998	JAKETTA JEUNAE GAINES	12/31/75	10/12/00	2/13/01	1630		27303				A
80073	00-S-01998	A6521222139521	COREY DERRICK ARMSTEAD	7/01/80	10/18/00	6/06/01	9200		27303				A
	Fine:	0 Jail:	Comsrv:	Rehab:	OrgChg:9200	Trial:	Revoke:	Susp:0030	Rest:0150X	Judge2:			
	Work Location#1:			Hours:		Days:							
76578	00-S-01999	B242115098452	CHARLES BRIAN BUCKLES	6/17/75	10/18/00	3/14/01	1306		12211				A
74263	00-S-02001	B650105609709	BYRON MOST BROWN	9/12/73	10/18/00	1/16/01	1306		27303				A
74084	00-S-02003	A235793497757	TIMOTHY LEE AUSTIN	10/01/74	6/11/00	1/04/01	3200		25576				A

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CASE NO.	NAME	USE	DLN	DOB	VIOLATION DATE	COURT DATE	COUNT	OFF	SPEED	TYPE	SUSP DATE	PRD/HLD DATE
00-H-02191	LILLIE MAE-DEBROSSARD PERRY		P600522572780	10/10/56	10/23/00	12/04/00	01	3200		J	01/23/01	01/24/01 X
00-M-00420	DARRIN PATRICK WILLIAMS		W452135676633	08/13/76	12/10/99	03/13/00	02	3200		F	05/02/00	05/03/00 X
00-M-00810	DENVER DELMARCO PENNYMAN		P555139139328	04/29/78	04/17/00	08/16/00	01	3200		F	10/05/00	10/11/00 X
00-M-00810	DENVER DELMARCO PENNYMAN		P555139139328	04/29/78	04/17/00	08/16/00	02	3500		F	10/05/00	10/11/00 X
00-M-01152	RUFEN PRAVIN BAXI		B200751693932	12/07/77	06/03/00	06/23/00	01	9200		F	08/14/00	08/16/00 X
00-M-01411	KOFFEE RASHAR WALLACE		W420475730906	11/27/77	07/08/00	08/23/00	01	3200		F	10/12/00	10/18/00 X
00-M-01541	JEFFERY THOMAS-PATTON MOY		M000390792848	11/04/80	08/05/00	08/23/00	01	3200		F	10/12/00	10/18/00 X
00-M-01923	RAHSAAN MALIK COLEMAN		C455730579841	11/01/77	09/27/00	10/20/00	01	3200		F	12/11/00	12/13/00 X
00-S-00110	SHELDON AUGUSTINE NEDD		N300765074663	08/25/79	01/15/00	02/01/00	01	3200		F	03/22/00	03/29/00 X
00-S-00498	LASHUNN SIMMONS		S552488019660	08/24/66	03/09/00	12/22/00	02	3250		J	02/12/01	02/14/01 X
00-S-00498	LASHUNN SIMMONS		S552488019660	08/24/66	03/09/00	12/22/00	03	3200		J	02/12/01	02/14/01 X
00-S-00536	ANTONETTE FRANCINE PHILLIPS		P412067261816	10/22/71	03/03/00	06/26/00	01	1630		J	08/15/00	08/16/00 X
00-S-00536	ANTONETTE FRANCINE PHILLIPS		P412067261816	10/22/71	03/03/00	06/26/00	02	3200		J	08/15/00	08/16/00 X
00-S-00608	DONNELLE EDWARD WILLIAMS		W452149189113	02/12/79	03/24/00	04/05/00	03	3000		J	05/25/00	05/31/00 X
00-S-00829	COREY MARTELL WILLIAMS		W452122585908	11/28/80	04/24/00	05/17/00	01	3200		F	07/06/00	07/12/00 X
00-S-00859	JAVIAN DRAEL MARTIN		M635376152841	11/01/72	04/22/00	05/16/00	01	3200		F	07/05/00	07/12/00 X
00-S-00859	JAVIAN DRAEL MARTIN		M635376152841	11/01/72	04/22/00	05/16/00	02	3500		F	07/05/00	07/12/00 X
00-S-00875	ROBERT LEE BEASLEY		B240745497077	01/29/56	05/04/00	12/13/00	01	3200		J	02/01/01	02/07/01 X
00-S-00956	KEVIN AUGUSTAS CRAIG		C620465074020	01/06/83	05/16/00	04/18/01	01	9200		F	06/07/01	06/13/01 X
00-S-01187	SCHIMEKA LEVON FISHER		F260760514856	11/07/80	06/17/00	07/10/00	01	3200		J	08/29/00	08/30/00 X
00-S-01225	MARK CHARLES DENZLER		D524585115891	11/21/65	06/23/00	08/04/00	01	3000		J	09/25/00	09/27/00 X
00-S-01225	MARK CHARLES DENZLER		D524585115891	11/21/65	06/23/00	08/04/00	02	3500		J	09/25/00	09/27/00 X
00-S-01366	CHARLES ORLANDO MITCHELL JR		M324115666665	08/26/82	07/01/00	07/18/01	01	1630		J	09/06/01	09/12/01 X
00-S-01519	MARQUICE DUANE HENDLEY		H534585155574	07/21/71	08/05/00	11/16/00	02	3200		J	01/05/01	01/10/01 X
00-S-01577	WILLIE EDWARD WILLIAMS JR		W452886189534	07/05/65	08/13/00	07/19/01	02	3200		J	09/07/01	09/12/01 X
00-S-01685	KOLJA STANAJ		S352475012770	10/06/48	08/30/00	09/06/00	01	1020		F	09/26/00	09/27/00 X
00-S-01850	DANIEL LUCIUS PORE II		P600135560371	05/16/76	09/24/00	10/25/00	01	3200		J	12/14/00	12/20/00 X
00-S-01850	DANIEL LUCIUS PORE II		P600135560371	05/16/76	09/24/00	10/25/00	02	3500		J	12/14/00	12/20/00 X
00-S-01860	LOUIS MAXWELL		M240549009070	01/26/48	09/25/00	11/02/00	01	9200		F	12/22/00	12/27/00 X
00-S-01926	VANIKA RENAE GOLDEN		G435839734153	02/28/72	09/09/00	11/29/00	01	3200		F	01/18/01	01/24/01 X
00-S-01990	LYNN DEMETRIUS JOHNSON		J525522139234	03/23/69	10/16/00	10/27/00	02	1000		F	11/16/00	11/22/00 X
00-S-02170	TONY LANELL IVORY		I160799488153	02/28/61	11/13/00	11/20/00	01	3200		F	01/09/01	01/10/01 X
00-S-02170	TONY LANELL IVORY		I160799488153	02/28/61	11/13/00	11/20/00	02	3250		F	01/09/01	01/10/01 X
00-S-02376	OLIVIA ANTIONETTE THOMPSON		T512660067091	02/03/80	10/03/00	04/25/01	01	9200		F	06/14/01	06/20/01 X
00B78373A	DANIEL CURTIS GERMAN		G655135128111	02/11/61	02/09/00	02/23/00	01	2000	07150	J	04/13/00	04/19/00 X
00B79589C	DHAPAL BABUBHAI SHAH		S000142081934	12/08/72	01/13/00	01/27/00	01	3400		J	03/17/00	03/22/00 X
00B795914A	ARA ALEXANDER KACHADOURIAN		K236071044630	08/12/74	01/23/00	04/14/00	01	2000	06050	J	06/05/00	06/07/00 X
00B801132A	VINETTA MARIE MCBRIDE		M216847585696	09/07/65	01/22/00	02/07/00	01	3100		J	03/28/00	03/29/00 X
00B801132B	VINETTA MARIE MCBRIDE		M216847585696	09/07/65	01/22/00	02/07/00	01	3100		J	03/28/00	03/29/00 X
00B801177A	DEREK ROBERT GOOD		G300139745772	10/07/79	03/17/00	05/26/00	01	2000	06050	J	07/17/00	07/19/00 X
00B801197A	KRISTINA MARIE MCGOWAN		M250478585772	10/07/77	04/23/00	05/08/00	01	2000	05550	J	06/27/00	06/28/00 X
00B801207A	LORI LYNN SNYDER		S536546564308	04/21/66	01/18/00	02/01/00	01	2310		J	03/22/00	03/29/00 X
00B801207B	LORI LYNN SNYDER		S536546564308	04/21/66	01/18/00	02/01/00	01	3500		J	03/22/00	03/29/00 X
00B801207C	LORI LYNN SNYDER		S536546564308	04/21/66	01/18/00	02/01/00	01	3100		J	03/22/00	03/29/00 X
00B801239A	THOMAS ALLAN HJORTH		H263792051290	04/14/68	02/01/00	02/15/00	01	2000	05035	J	04/05/00	04/12/00 X
00B801282B	ROBERT KATO		K300745000007	01/02/75	01/25/00	04/14/00	01	3000		F	06/05/00	06/07/00 X
00B801283A	THADDEUS DORSEY MITCHELL		M324792149569	07/19/38	01/26/00	02/09/00	01	3200		F	03/30/00	04/05/00 X
00B801283B	THADDEUS DORSEY MITCHELL		M324792149569	07/19/38	01/26/00	02/09/00	01	2500		J	03/30/00	04/05/00 X
00B801299A	CASSIE EMANUEL PORCHIA		P620108229037	01/13/58	02/04/00	02/18/00	01	3200		F	04/10/00	04/12/00 X
00B801299B	CASSIE EMANUEL PORCHIA		P620108229037	01/13/58	02/04/00	02/18/00	01	3500		F	04/10/00	04/12/00 X
00B801338A	IRIS DIANE-WIMS SHEPARD		S163343143330	04/30/55	02/14/00	02/28/00	01	2000	05540	J	04/18/00	04/19/00 X
00B801404A	ANTHONY TIANI TERRY		T600067793817	10/23/75	02/20/00	03/06/00	01	2000	06050	J	04/25/00	04/26/00 X

Inquiry Sign On

In this chapter you learn how to work with the Inquiry Menu. This includes various methods of looking up cases, i.e. alphabetical, soundex, case number and cross reference number to name a few. Accessing calendar/docket information will also be reviewed.



User and Password

At the AS/400 Sign On screen:

- 1) In the *User* field, type in the court ID followed by INQRY, i.e. D1500INQRY.
- 2) Type the same for Password.
- 3) Press **ENTER**.

Sign On	
Michigan Supreme Court	System : OSMSOUTH
State Court Administrative Office	Subsystem : QINTER
Judicial Information Systems	Display : MARIEHC
User	<u>D1500INQRY</u>
Password	█
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Menu

Once you have signed on, the District Online Inquiries Menu will appear. This menu is used to inquire on Civil or Traffic/Criminal matters within the District Court and all courts using the same AS400.

You may enter a party name or case number on this screen in the appropriate field(s) and press the function (F) key associated with the screen you wish to access.

SOUTHFIELD-CURRENT		DISTRICT ONLINE INQUIRIES		2004/1 DCS	
Name/Dln/Vpn			State		
Case		Party			
Traffic/Criminal - Filings			Civil - Filings		
Soundex	F2	Soundex	F8		
Partial Name	F3	Partial Name	F9		
ROA Online	F4	ROA Online	F10		
ROA Print	F5	ROA Print	F11		
Drivers License	F6	Financial ROA	F12		
Veh Plate number	F7				
Financial ROA	F19				
Combined Inquiries					
Central Name Inquiry	F21				
Combined Calendar	F22				
F1-Clear Screen					

Menu Overview

Inquiry Menu Options		
Function Key	Description	Purpose
Traffic/Criminal - Filings		
F2	Soundex	Search for a name that “sounds” like the name on the Name/Dln/Vpn field without having the correct spelling.
F3	Partial Name	Search by complete last name or the first few characters of the last name.
F4	ROA Online	View the Register of Actions on screen.
F5	ROA Print	Print the Register of Actions, without viewing.
F6	Drivers License	Search by full Driver License number and state.
F7	Veh Plate number	Search by complete Vehicle Plate number and state.
F19	Financial ROA	View only the financial transactions of a case.
Civil - Filings		
F8	Soundex	Search for a name that “sounds” like the name on the Name/Dln/Vpn field without having the correct spelling.
F9	Partial Name	Search by complete last name or the first few characters of the last name.
F10	ROA Online	View the Register of Actions on screen.
F11	ROA Print	Print the Register of Actions, without viewing.
F12	Financial ROA	View only the financial transactions of a case.
Combined Inquiries		
F21	Central Name Inquiry	Search of all modules on the AS/400 (Includes Circuit and Probate cases, if sharing the AS/400).
F22	Combined Calendar	Calendar for any jurist/court on the AS/400. Mainly used for judges presiding in multiple capacities, i.e. circuit and district court.

Soundex

The Soundex is an inquiry only screen used to display either all Traffic/Criminal or all Civil cases which have names that sound like the name used for the request (phonetic spelling). A non-public or sealed case marker is shown in reverse video and cases with an outstanding warrant have a blinking (terminals) or solid red (PCs) **WRNT** code in the status (Sts) Column.

The Soundex Inquiry Screen can be accessed from the District Online Inquiries Menu by typing a name on the "Name/DLN/VPN" field (last name) and pressing **F2** for a Traffic/Criminal inquiry or **F8** for a Civil Inquiry. It can also be accessed by typing SDX in the "NXT" field and the phonetic spelling of the last name in the "INQ" field of the "HOP" line, then press **ENTER**.

The Traffic/Criminal Soundex Inquiry provides additional information upon pressing **F11**. View one is displayed below. The screen displays the defendant name, case number/party/type, the number of counts associated with a case, a short description of Count 1 and the case status.

The Civil inquiry provides the inquired party name, case number, case type, the party type (i.e. P01=Plaintiff, D01=Defendant), the opposing party name and the case status. See page 8 for sample of Civil inquiry screen.

HAPPY VILLAGE		TRAFFIC / CRIMINAL INQUIRY					
Court 0		Name	Case/Pty/Type	Cnts	Charge	Amt Due	Sts
1	PAYNE/DINAH/CHER	97-23654	01 OD 01	CARELESS DRV	176.00	DISP	
2	PAYNE/DINAH/CHER	99-20223	01 OD 01	OUIL	1,092.00	PROB	
3	PAYNE/DINAH/CHERYL	02-12357	01 OM 02	OTHR ANM VIO	.00	PEND	
4	PAYNE/DINAH/CHERYL	02-22654	01 OD 01	OUIL/UBAL 1	.00	WRNT	
5	PAYNE/DINAH/CHERYL	04-5066	01 OI 01	SPD 1-5 OVER	200.00	DISP	
6	PAYNE/DINAH/LEE	96-22255	01 OI 01	TRAFFIC SGNL	50.00	DISP	
7	PAYNE/DINAH/LEE	96-22569	01	Non-Public			
8	PAYNE/DINAH/SHERYL	03-12345	01 OI 01	SPD 1-5 OVER	.00	DISP	
9	PAYNE/DINAH/SHERYL	03-12654	01 ST 01	RECKLESS DRV	50.00	DISP	
10	PAYNE/DINAH/SHERYL	03-5066	01 SD 01	RECKLESS DRV	50.00	DISP	
11	PAYNE/WAYNE/	96-2022	01 OI 01	CARELESS DRV	270.00	DISP	
12							
13							
14							
15							
16							
17	Note: This is a "HOP" line. It allows additional searches/inquiries without going back to the main menu.						
NXT SDX CASE _____ PTY ____ COUNT 00 INQ PAIN _____ ST ____							
F7-ROA From Line F11-Alt View F24-Prev Page/Roll Help							



Tip: For more information on the "HOP" line see page 3-35.

Pressing **F11 - Alt View**, allows additional information to be displayed. View two shown below, displays the defendant name, date of birth, driver's license number, vehicle plate number for the case, offense date and partial address.

HAPPY VILLAGE

Court 0

TRAFFIC / CRIMINAL INQUIRY

	Name	DOB	DLN	VPN	Offense Date	Address
1	PAYNE/DINAH/CHER	10/01/71	P500149115989	490XXT	11/01/97 21127	MADA
2	PAYNE/DINAH/CHER	10/01/71	P500143999799	U2	5/01/97 21127	MADA
3	PAYNE/DINAH/CHERYL			U2	11/01/99 27777	FRANKLIN
4	PAYNE/DINAH/CHERYL	10/20/75	P500143187880	490XXP	5/01/96 21127	MADA
5	PAYNE/DINAH/CHERYL				11/01/99 22350	NOWHERE D
6	PAYNE/DINAH/LEE	10/10/57	P500554987654	HELPPPP	6/01/96 12345	WHATSA
7	PAYNE/DINAH/LEE					
8	PAYNE/DINAH/SHERYL	10/20/75	P500143995120	490XXP	12/01/99 43599	CASTLEWOOD
9	PAYNE/DINAH/SHERYL	10/20/75	P500143999517	490XXP	4/01/97 21127	MADA
10	PAYNE/DINAH/SHERYL	10/20/75	P500143987512	490XXK	4/01/97 21127	MADA
11	PAYNE/WAYNE/				2/25/96	
12						
13						
14						
15						
16						
17						

NXT **SDX** CASE _____ PTY ____ COUNT **00** INQ **PAIN** _____ ST ____

F4-Prompt F7-ROA From Line F11-Alt View F24-Prev Page/Roll Help

Positioning cursor on the defendant's name, vehicle plate number or driver's license number and pressing **F4** will calculate a balance due (view two only). Displayed below is an example of this inquiry. The balance due will be calculated on cases with matching names and date of births (DOB), matching Driver License Numbers (DLN) or matching Vehicle Plate Numbers (VPN), depending where the cursor is placed when pressing **F4** - Prompt.

Name		PAYNE/DINAH/		DOB: 10/20/75	
Case No.	Charge	Assessments		Balance Due	
02-22654	OUIL/UBAL 1	.00		.00	
03-12345	SPD 1-5 OVER	.00		.00	
03-12654	RECKLESS DRV	50.00		50.00	
03-5066	RECKLESS DRV	50.00		50.00	
Total				Total	
Assessments		100.00		Due	100.00
F9-Print F13-OutQ F24-Previous Menu Page/Roll					

Pressing **F11 - Alt View**, a second time allows additional information to be displayed. View three, shown below, displays the next court date, time, judge, event and whether there is an unpaid suspension on the case.

HAPPY VILLAGE		TRAFFIC / CRIMINAL INQUIRY				
Court 0	Name	Next Date	Next Time	Next Judge	Action	DLRF Susp
1	PAYNE/DINAH/CHER					X
2	PAYNE/DINAH/CHER	6/30/04			SCHED TO PAY	
3	PAYNE/DINAH/CHERYL	7/02/04	9:00 AM	12345	MOTION HRG	
4	PAYNE/DINAH/CHERYL					
5	PAYNE/DINAH/CHERYL					X
6	PAYNE/DINAH/LEE					X
7	PAYNE/DINAH/LEE					
8	PAYNE/DINAH/SHERYL					
9	PAYNE/DINAH/SHERYL	6/25/04	9:00 AM	10961	ARRAIGN	X
10	PAYNE/DINAH/SHERYL					X
11	PAYNE/WAYNE/					X
12						
13						
14						
15						
16						
17						

NXT SDX CASE _____ PTY ____ COUNT 00 INQ PAIN _____ ST ____

F7-ROA From Line F11-Alt View F24-Prev Page/Roll Help

The Civil Soundex Inquiry is displayed below.

HAPPY VILLAGE		CIVIL ONLINE SOUNDEX INQUIRY				
Court 0						
Case	Type	Pty	Name	Opposing Party	Sts	
1 96-2019LT	LT	D01	PAYNE/DINAH/	STREVEL/KAREN/	CLSD	
2 96-2027-96	SC	P01	PAYNE/DINAH/	MARSCHALL/LARRY/	CLSD	
3 96-2029-96	SC	P01	PAYNE/DINAH/	MARSCHALL/LARRY/	CLSD	
4 96-2129GC	GC	P01	PAYNE/DINAH/	DOBEK/MARCUS/	CLSD	
5 96-3199GC	GC	P01	PAYNE/DINAH/	SMITH/CARROLL/	CLSD	
6 96-4120SC	SC	D01	PAYNE/DINAH/	MANATRON GAVEL SYSTEMS	CLSD	
7 96-8019GC			PAYNE/DINAH/	SEALED		
8 97-100	SC	D01	PAYNE/DINAH/	STREVEL/KAREN/	CLSD	
9 97-1120SC	SC	D01	PAYNE/DINAH/	TSCHIRHART/LARRY/	CLSD	
10 97-1121SC	SC	P01	PAYNE/DINAH/	RITCH/RITCHIE/	CLSD	
11 97-2039GC	GC	D01	PAYNE/DINAH/	MARSCHALL/LARRY/	CLSD	
12 97-7159GC	GC	D01	PAYNE/DINAH/	SHEARHEART/LARRY/TEA	WRNT	
13 97-8049SC	SC	D01	PAYNE/DINAH/	MARSCHALL/LARRY/	CLSD	
14 97-1001GC	GC	P01	PAYNE/DINAH/C	GREENE/KIMBO/	PEND	
15 94-0503GC	GC	P01	PAYNE/DINAH/CHERYL	STREVEL/KAREN/JO	CLSD	

Note: This is a "HOP" line. It allows additional searches/inquiries without going back to the main menu.

NXT SDX CASE _____ PTY ____ GAR# ____ NAME PAIN _____
 Page/Roll F7-ROA From Line F24-Previous Menu Help



Tip: For more information on the "HOP" line see page 3-35.

Partial Name

The Partial Name is an inquiry only screen used to display all the cases which have names that begin with the letters keyed in for the request. A non-public or sealed case marker is shown in reverse video and cases with outstanding warrants have a blinking (terminals) or solid red (PCs) **WRNT** code in the Status (Sts) Column.

The Name Inquiry Screen can be accessed from the District Online Inquiries Menu by Typing a last name or part of a last name on the "Name/DLN/VPN" field and pressing **F3** for a Traffic/Criminal inquiry or **F9** for a Civil inquiry. It can also be accessed by typing NAM in the "NXT" field and all or part of the last name in the "INQ" field of the "HOP" line, then press **ENTER**.

The Traffic/Criminal Name Inquiry provides additional information upon pressing **F11**. View one is displayed below. The screen displays the defendant name, case number/party/type, the number of counts associated with a case, a short description of Count 1 and the case status.

The Civil inquiry provides the inquired party name, case number, case type, the party type (i.e. P01=Plaintiff, D01=Defendant), the opposing party name and the case status. See page 3-13 for the Civil Name Inquiry screen.

HAPPY VILLAGE		TRAFFIC / CRIMINAL INQUIRY					
Court 0							
	Name	Case/Pty/Type	Cnts	Charge	Amt Due	Sts	
1	PAYNE/DINAH/C	96-070196	01 FY 02	ASSAULT OFFC	.00	CLSD	
2	PAYNE/DINAH/C	97-060197	01 OD 01	RECKLESS DRV	50.00	DISP	
3	PAYNE/DINAH/C	97070197	01 OI 01	VBSL	152.00	DISP	
4	PAYNE/DINAH/C	97100197C	01 OI 01	FTS ALLY/ACC	.00	DISP	
5	PAYNE/DINAH/CAROL	97-12357	01 OD 03	OUIL	1,318.00	PROB	
6	PAYNE/DINAH/CAROLINE	97-22654	01 OD 01	OUIL/UBAL	.00	DISP	
7	PAYNE/DINAH/CH	97-050197	01 OT 05	CARELESS DRV	.00	WRNT	
8	PAYNE/DINAH/CHER	97-23654	01 OD 01	CARELESS DRV	176.00	DISP	
9	PAYNE/DINAH/CHER	99-20223	01 OD 01	OUIL	1,092.00	DISP	
10	PAYNE/DINAH/CHERYL	02-12357	01 OM 02	OTHR ANM VIO	.00	PEND	
11	PAYNE/DINAH/CHERYL	02-22654	01 OD 01	OUIL/UBAL 1	.00	WRNT	
12	PAYNE/DINAH/CHERYL	04-5066	01 OI 01	SPD 1-5 OVER	200.00	DISP	
13	PAYNE/DINAH/LEE	96-22255	01 OI 01	TRAFFIC SGNL	50.00	DISP	
14	PAYNE/DINAH/LEE	96-22569	01	Non-Public			
15	PAYNE/DINAH/SHERYL	03-12345	01 OI 01	SPD 1-5 OVER	.00	DISP	
16	PAYNE/DINAH/SHERYL	03-12654	01 ST 01	RECKLESS DRV	50.00	DISP	
17	PAYNE/DINAH/SHERYL				50.00	DISP	

Note: This is a "HOP" line. It allows additional searches/inquiries without going back to the main menu.

NXT **NAM** CASE _____ PTY ____ COUNT **00** INQ **PAYNE/DI** ST ____

F7-RDA From Line F11-Alt View F24-Prev Page/Roll Help



Tip: For more information on the "HOP" line see page 3-35.

Pressing **F11 - Alt View**, allows additional information to be displayed. View two shown below, displays the defendant name, date of birth, driver's license number, vehicle plate number for the case, offense date and partial address.

HAPPY VILLAGE		TRAFFIC / CRIMINAL INQUIRY				
Court 0	Name	DOB	DLN	VPN	Offense Date	Address
1	PAYNE/DINAH/CHER	10/01/71	P500149115989	490XXT	11/01/97	21127 MADA
2	PAYNE/DINAH/CHER	10/01/71	P500143999799	U2	5/01/97	21127 MADA
3	PAYNE/DINAH/CHERYL			U2	11/01/99	27777 FRANKLIN
4	PAYNE/DINAH/CHERYL	10/20/75	P500143187880	490XXP	5/01/96	21127 MADA
5	PAYNE/DINAH/CHERYL				11/01/99	22350 NOWHERE D
6	PAYNE/DINAH/LEE	10/10/57	P500554987654	HELPPPP	6/01/96	12345 WHATSA
7	PAYNE/DINAH/LEE					
8	PAYNE/DINAH/SHERYL	10/20/75	P500143995120	490XXP	12/01/99	43599 CASTLEWOOD
9	PAYNE/DINAH/SHERYL	10/20/75	P500143999517	490XXP	4/01/97	21127 MADA
10	PAYNE/DINAH/SHERYL	10/20/75	P500143987512	490XXK	4/01/97	21127 MADA
11	PAYNE/WAYNE/				2/25/96	
12	PAYNED//				11/15/99	
13	PEMBROOKE/PATTY/	3/03/73	A111554669745	PATTY	3/01/02	22587 WEST RIDG
14	PERROW/H/RUSS	5/05/55	P432343234312	1234567	6/01/96	3344 BLUE RIDGE
15	PERRY/JOSEPH/REGGIE				1/01/97	287 ADAMS RD
16	PERSON/UNDER/				3/03/96	
17	PETERMAN/POINDEXTER/	5/05/55			8/01/96	44535 WEST BALM

NXT NAM CASE _____ PTY ____ COUNT 00 INQ PAYN _____ ST ____

F4-Prompt F7-ROA From Line F11-Alt View F24-Prev Page/Roll Help

Positioning cursor on the defendant's name, vehicle plate number or driver's license number and pressing **F4** will calculate a balance due (view two only). Displayed below is an example of this inquiry. The balance due will be calculated on cases with matching names and date of births (DOB), matching Driver License Numbers (DLN) or matching Vehicle Plate Numbers (VPN), depending where the cursor is placed when pressing **F4** - Prompt.

Name PAYNE/DINAH/

DOB: 10/20/75

Case No.	Charge	Assessments	Balance Due
02-22654	OUIL/UBAL 1	.00	.00
03-12345	SPD 1-5 OVER	.00	.00
03-12654	RECKLESS DRV	50.00	50.00
03-5066	RECKLESS DRV	50.00	50.00

Total		Total	
Assessments	100.00	Due	100.00

F9-Print F13-OutQ F24-Previous Menu Page/Roll

Pressing **F11 - Alt View**, a second time allows additional information to be displayed. View three, shown below, displays the next court date, time, judge, event and whether there is an unpaid suspension on the case.

HAPPY VILLAGE		TRAFFIC / CRIMINAL INQUIRY				DLRF Susp
Court 0	Name	Next Date	Next Time	Next Judge	Action	
1	PAYNE/DINAH/CHER					X
2	PAYNE/DINAH/CHER	6/30/04			SCHED TO PAY	
3	PAYNE/DINAH/CHERYL	7/02/04	9:00 AM	12345	MOTION HRG	
4	PAYNE/DINAH/CHERYL					
5	PAYNE/DINAH/CHERYL					X
6	PAYNE/DINAH/LEE					X
7	PAYNE/DINAH/LEE					
8	PAYNE/DINAH/SHERYL					
9	PAYNE/DINAH/SHERYL	6/25/04	9:00 AM	10961	ARRAIGN	X
10	PAYNE/DINAH/SHERYL					X
11	PAYNE/WAYNE/					X
12	PAYNED//					X
13	PEMBROOKE/PATTY/					
14	PERROW/H/RUSS					X
15	PERRY/JOSEPH/REGGIE					X
16	PERSON/UNDER/					
17	PETERMAN/POINDEXTER/PONTI					

NXT NAM CASE _____ PTY ____ COUNT 00 INQ PAYN _____ ST ____

F7-ROA From Line F11-Alt View F24-Prev Page/Roll Help

The Civil Name Inquiry is displayed below.

HAPPY VILLAGE			CIVIL ONLINE NAME INQUIRY			
Court 0						
Case	Type	Pty	Name	Opposing Party	Sts	
1 03-1120GC	GC	D04	PAYNE/DINAH/	DOBEK/MARCUS/	PEND	
2 93-1201SC	SC	D04	PAYNE/DINAH/	DOBEK/MARCUS/	CLSD	
3 93-1564	GC	D01	PAYNE/DINAH/	STREVEL/KAREN/	CLSD	
4 94-0502SC	SC	P01	PAYNE/DINAH/	JAMES/JESSE/	CLSD	
5 94-10001SC	SC	D01	PAYNE/DINAH/	STREVEL/KAREN/	CLSD	
6 94-1120GC			PAYNE/DINAH/	SEALED		
7 94-1209SC	SC	P01	PAYNE/DINAH/	KNEIVEL/STREVEL/	CLSD	
8 94-22	GC	D02	PAYNE/DINAH/	STATE/EMPLOYEES/CREDIT	CLSD	
9 95-00001SC	SC	D01	PAYNE/DINAH/	SMITH AND WESSON OILS/	CLSD	
10 95-1130GC	GC	D02	PAYNE/DINAH/	MICHIGAN NATIONAL/BANK	CLSD	
11 95-9019GC	GC	P01	PAYNE/DINAH/	DOBEK/MARCUS/	CLSD	
12 96-1013GC	GC	P01	PAYNE/DINAH/	STREVEL/KAREN/	PEND	
13 96-1120GC	GC	D01	PAYNE/DINAH/	MATORA/FILL/	CLSD	
14 96-112096	GC	D01	PAYNE/DINAH/	MARSHALL/LARRY/	CLSD	
15 96-1131GC	GC	D01	PAYNE/DINAH/	MANATRON GAVEL SYSTEMS	WRNT	

Note: This is a "HOP" line. It allows additional searches/inquiries without going back to the main menu.

NXT NAM CASE PTY GAR# NAME PAYNE/DI
 Page/Roll F7-ROA From Line F24-Previous Menu Help



Tip: For more information on the "HOP" line see page 3-35.

Drivers License

The Drivers License inquiry screen can be accessed from the District Online Inquiries Menu by typing a driver license number on the “Name/DLN/VPN” field and pressing **F6**. A two letter state abbreviation is needed if other than MI. *The state will default to MI if left blank.* It can also be accessed by typing DLN in the “NXT” field and the drivers license number in the “INQ” field of the “HOP” line, then press **ENTER**.

The Drivers License option is an inquiry only screen used to display all the cases in the court which have the driver license number and state keyed in for the request. A non-public case marker is shown in reverse video and cases with outstanding warrants have a blinking (terminals) or solid red (PCs) **WRNT** code in the Status (Sts) Column.

The Drivers License Inquiry provides additional information upon pressing **F11**. View one is displayed below. The screen displays the defendant name, case number/party/type, the number of counts associated with a case, a short description of Count 1 and the case status.

HAPPY VILLAGE		TRAFFIC / CRIMINAL INQUIRY					
Court 0							
	Name	Case/Pty/Type	Cnts	Charge	Amt Due	Sts	
1	PINE/DIANA/CHERYL	02-12357	01 OM 02	OTHR ANM VIO	.00	PEND	
2	PINE/DIANA/CHERYL	02-22654	01 OD 01	QUIL/UBAL 1	.00	WRNT	
3	PINE/DEANNA/	97-100197	01 OD 01	OWI	.00	DISP	
4	PINE/DIANA/CAROLINE	97-22654	01 OD 01	QUIL/UBAL	.00	DISP	
5	PINE/DEANNA/X	97100197	01	Non-Public			
6	PINE/DIANA/	98-13069	01 OT 01	OPN INTX-PAS	.00	CLSD	
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							

Note: This is a "HOP" line. It allows additional searches/inquiries without going back to the main menu.

NXT **DLN** CASE _____ PTY ____ COUNT __ INQ P500909125780 ST **MI**

F7-ROA From Line F11-Alt View F24-Prev Page/Roll Help



Tip: For more information on the “HOP” line see page 3-35.

Pressing **F11 - Alt View**, allows additional information to be displayed. View two shown below, displays the defendant name, date of birth, driver's license number, vehicle plate number for the case, offense date and address.

HAPPY VILLAGE		TRAFFIC / CRIMINAL INQUIRY				
Court 0	Name	DOB	DLN	VPN	Offense Date	Address
1	PINE/DIANA/CHERYL	10/01/70	P500909125780	U2	11/01/99	27777 FRANKLIN
2	PINE/DIANA/CHERYL	10/20/75	P500909125780	490XXP	5/01/96	21127 MADA
3	PINE/DEANNA/	10/01/70	P500909125780		10/01/97	
4	PINE/DIANA/CAROLINE	10/05/70	P500909125780	490XXP	11/01/97	21127 MADA
5	PINE/DEANNA/X					
6	PINE/DIANA/	10/01/70	P500909125780		1/01/98	
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						

NXT DLN CASE _____ PTY ____ COUNT ____ INQ P500909125780 ST MI

F4-Prompt F7-ROA From Line F11-Alt View F24-Prev Page/Roll Help

Positioning cursor on the defendant's name, vehicle plate number or driver's license number and pressing **F4** will calculate a balance due (view two only). Displayed below is an example of this inquiry. The balance due will be calculated on cases with matching names and date of births (DOB), matching Driver License Numbers (DLN) or matching Vehicle Plate Numbers (VPN), depending where the cursor is placed when pressing **F4** - Prompt.

Name		PINE/DEANNA/		DOB: 10/01/70	
Case No.	Charge	Assessments	Balance Due		
97-100197	OWI	.00	.00		
97100197	Non-Public				
Total Assessments		.00	Total Due	.00	
F9-Print	F13-OutQ	F24-Previous Menu	Page/Roll		

Pressing **F11 - Alt View**, a second time allows additional information to be displayed. View three, shown below, displays the next court date, time, judge, event and whether there is an unpaid suspension on the case.

HAPPY VILLAGE		TRAFFIC / CRIMINAL INQUIRY				
Court 0	Name	Next Date	Next Time	Next Judge	Action	DLRF Susp
1	PINE/DIANA/CHERYL	7/02/04	9:00 AM	12345	MOTION HRG	
2	PINE/DIANA/CHERYL	12/12/96			SCHED TO PAY	X
3	PINE/DEANNA/	7/30/04	2:00 PM	10961	SENTENCE	
4	PINE/DIANA/CAROLINE	8/31/04	9:00 AM	12345	MOTION HRG	
5	PINE/DEANNA/X					
6	PINE/DIANA/					
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						

NXT DLN CASE _____ PTY ____ COUNT 00 INQ P500909125780 ST MI

F7-RDA From Line F11-Alt View F24-Prev Page/Roll Help

Vehicle Plate Number

The Vehicle Plate Number inquiry screen can be accessed from the District Online Inquiries Menu by typing a license plate number on the "Name/DLN/VPN" field and pressing **F7**. A two letter state abbreviation is needed if other than MI. *The state will default to MI if left blank.* It can also be accessed by typing VPN in the "NXT" field and the vehicle plate number in the "INQ" field of the "HOP" line, then press **ENTER**.

The Vehicle Plate Number option is an inquiry only screen used to display all the cases in the court which have the license plate number and state keyed in for the request. A non-public case marker is shown in reverse video and cases with outstanding warrants have a blinking (terminals) or solid red (PCs) **WRNT** code in the Status (Sts) Column.

The Vehicle Plate Number Inquiry provides additional information upon pressing **F11**. View one is displayed below. The screen displays the defendant name, case number/party/type, the number of counts associated with a case, a short description of Count 1 and the case status.

HAPPY VILLAGE		TRAFFIC / CRIMINAL INQUIRY					
Court 0		Name	Case/Pty/Type	Cnts	Charge	Amt Due	Sts
1	PINE/DIANA/CHERYL	02-22654	01 OD 01	OUIL/UBAL 1	1,040.00	WRNT	
2	PAYNE/DINAH/SHERYL	03-12345	01 OI 01	SPD 1-5 OVER	.00	DISP	
3	PAYNE/DINAH/SHERYL	03-12654	01 ST 01	RECKLESS DRV	50.00	DISP	
4	PINE/DIANA/CAROLINE	97-22654	01 OD 01	OUIL/UBAL	.00	DISP	
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							

Note: This is a "HOP" line. It allows additional searches/inquiries without going back to the main menu.

NXT VPN CASE _____ PTY ____ COUNT 00 INQ 490XXP ST MI

F7-RDA From Line F11-Alt View F24-Prev Page/Roll Help



Tip: For more information on the "HOP" line see page 3-35.

Pressing **F11 - Alt View**, allows additional information to be displayed. View two shown below, displays the defendant name, date of birth, driver's license number, vehicle plate number for the case, offense date and address.

HAPPY VILLAGE		TRAFFIC / CRIMINAL INQUIRY					
Court 0		Name	DOB	DLN	VPN	Offense Date	Address
1	PINE/DIANA/CHERYL	10/20/75	P500909125780	490XXP	5/01/96	21127 MADA	
2	PAYNE/DINAH/SHERYL	10/20/75	P500143995120	490XXP	12/01/99	43599 CASTLEWOOD	
3	PAYNE/DINAH/SHERYL	10/20/75	P500143999517	490XXP	4/01/97	21127 MADA	
4	PINE/DIANA/CAROLINE	10/05/70	P500909125780	490XXP	11/01/97	21127 MADA	
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							

Note: This is a "HOP" line. It allows additional searches/inquiries without going back to the main menu.

NXT VPN CASE _____ PTY ____ COUNT 00 INQ 490XXP _____ ST MI

F4-Prompt F7-ROA From Line F11-Alt View F24-Prev Page/Roll Help

Positioning cursor on the defendant's name, vehicle plate number or driver's license number and pressing **F4** will calculate a balance due (view two only). Displayed below is an example of this inquiry. The balance due will be calculated on cases with matching names and date of births (DOB), matching Driver License Numbers (DLN) or matching Vehicle Plate Numbers (VPN), depending where the cursor is placed when pressing **F4** - Prompt.

Name PAYNE/DINAH/

DOB: 10/20/75

Case No.	Charge	Assessments	Balance Due
03-12345	SPD 1-5 OVER	252.00	252.00
03-12654	RECKLESS DRV	50.00	50.00
03-5066	RECKLESS DRV	250.00	250.00

Total		Total	
Assessments	552.00	Due	552.00

F9-Print F13-OutQ F24-Previous Menu Page/Roll

Pressing **F11 - Alt View**, a second time allows additional information to be displayed. View three, shown below, displays the next court date, time, judge, event and whether there is an unpaid suspension on the case.

HAPPY VILLAGE		TRAFFIC / CRIMINAL INQUIRY				
Court 0	Name	Next Date	Next Time	Next Judge	Action	DLRF Susp
1	PINE/DIANA/CHERYL	12/12/96			SCHED TO PAY	X
2	PAYNE/DINAH/SHERYL					X
3	PAYNE/DINAH/SHERYL	6/25/04	9:00 AM	10961	ARRAIGN	X
4	PINE/DIANA/CAROLINE	8/31/04	9:00 AM	12345	MOTION HRG	
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						

NXT VPN CASE _____ PTY ____ COUNT 00 INQ 490XXP _____ ST MI

F7-RDA From Line F11-Alt View F24-Prev Page/Roll Help

Field Descriptions - Inquiry Sign-on	
Name	Description
Traffic/Criminal	
Name	Name of the defendant.
Case/Pty/Type	Case number, party number and case type.
Cnts	Number of counts associated with a particular case number.
Charge	Abbreviated description of Count 1.
Amt Due	Amount that is still due for all counts on a case.
Sts	The case status: Pending, Disposed, Closed, Probation, Warrant or Non-Public.
DOB	Defendant's date of birth.
DLN	Driver license number as entered on the case entry screen.
VPN	Vehicle plate number as entered on the case entry screen.
Offense Date	Date the offense was committed.
Address	Address currently existing on the case entry screen.
Next Date	The next date the case has an event scheduled. This could be a due date or a court appearance date.
Next Time	The time that the event in <i>next date</i> is scheduled, if any.
Next Judge	The judge associated with the <i>next date</i> scheduled, if any.
Action	The short description of the event indicated in <i>next date</i> .
Civil	
Case	Case number.
Type	Case type.
Pty	Party type (e.g. D01 - Defendant number 1).
Name	A name of one of the parties on the case.
Opposing Party	The name of the party opposing the person indicated in the name field.
Sts	The case status: Pending, Disposed, Garnishment, Closed, Warrant or Sealed.

ROA Online

ROA Online will display the Register of Actions for a particular case. This is a register (list) of all the actions that have occurred on a case, including assessed fine and payment records.

The ROA Online Screen can be accessed from the District Online Inquiries Menu by typing a case number on the "Case" field and pressing **F4** for a Traffic/Criminal inquiry or **F10** for a Civil inquiry. It can also be accessed by typing ROA and the sequence number on the "HOP" line, then press **ENTER** or from an Inquiry Screen by placing cursor on a name then press **F7**. *Non-public or Sealed records will not display.*

Court 0 Case 04-12357 Pty D01 Charge DISOBEY PO S Type OT Status PEND
Name PINE/DIANA/CHERYL

STATE OF MICHIGAN
99TH JUDICIAL DISTRICT
ORI630995J

REGISTER OF ACTIONS

CASE NO: 04-12357 D01 OT
STATUS: PEND

JUDGE OF RECORD:
JUDGE:

STATE OF MICHIGAN v

PINE/DIANA/CHERYL
27777 FRANKLIN RD
SOUTHFIELD MI 48080

TCN: 81041234501

SID: 123454541

ENTRY DATE: 06/14/04

OFFENSE DATE: 05/01/04

VEHICLE TYPE: PA

DOB: 10/01/1970 SEX: RACE: W DLN: MI P500909125780 VPN: MI U2 04
VEH YR: 2003 VEH MAKE: STRN VIN: 123145FG45G54G541 PAPER PLATE:

Note: This is a "HOP" line. It allows additional searches/inquiries without going back to the main menu.

NXT ROA CASE 04-12357 PTY D01 COUNT 00 INQ ST
F1-Top F2-Bottom F9-Print F13-OutQ Page/Roll F3/F24-Prior

HAPPY VILLAGE

TRAFFIC / CRIMINAL INQUIRY

Court 0

Name	Case/Pty/Type	Cnts	Charge	Amt Due	Sts
1 PAYNE/DINAH/LEE	96-22569 01		Non-Public		
2 PAYNE/DINAH/SHERYL	03-12345 01 01 01		SPD 1-5 OVER	252.00	DISP
3 PAYNE/DINAH/SHERYL	03-12654 01 ST 01		RECKLESS DRV	50.00	DISP
4 PAYNE/DINAH/SHERYL	03-5066 01 SD 01		RECKLESS DRV	250.00	DISP
5 PAYNE/WAYNE/	96-2022 01 01 01		CARELESS DRV	270.00	DISP
6 PINE/DEANNA/	97-100197 01 OD 01		OWI	.00	DISP
7 PINE/DEANNA/X	97100197 01		Non-Public		
8 PINE/DIANA/	98-13069 01 OT 01		OPN INTX-PAS	.00	CLSD
9 PINE/DIANA/CAROLINE	97-22654 01 OD 01		OUIL/UBAL	.00	DISP
10 PINE/DIANA/CHERYL	02-12357 01 OM 02		OTHR ANM VIO	.00	PEND
11 PINE/DIANA/CHERYL	02-22654 01 OD 01		OUIL/UBAL 1	1,040.00	WRNT
12 PINE/DIANA/CHERYL	04-12357 01 OT 01		DISOBEY PO S	.00	PEND

Sequence Number

NXT ROA CASE 12 PTY D01 COUNT 00 INQ PAIN ST ST

Note: This is a "HOP" line. It allows additional searches/inquiries without going back to the main menu.

F7-ROA FROM Line F11-Hlt view F24-Prev Page/Roll Help

ROA Print

This option prints the Register of Actions without viewing it on the screen first.

Type a case number on the “Case” field and press **F5** for a Traffic/Criminal case or press **F11** for a Civil case.



Tip: Non-Public and Sealed matters will not print.

Financial ROA

The Financial ROA (Register of Actions) is an inquiry screen detailing money assessments and payments for the case, party and charge that is currently shown on the "Case" field. The assessments and payments are shown chronologically with a running balance as the assessments and payments are being applied.

The Financial ROA can be accessed for either Traffic/Criminal or Civil cases. It can be accessed from the District Online Inquiries Menu by typing a case number on the "Case" field and pressing **F19** for a Traffic/Criminal inquiry or **F12** for a Civil inquiry. It can also be accessed by typing FIN and the sequence number on the "HOP" line, then press **ENTER**.

HAPPY VILLAGE Status **PROB**
 Court 0 CASE 04-0501A Pty D01 Charge RETAIL FRAUD Type SM
 Name MARS/MARCUS/A
 LST PAYMENT 50304 130.00 D102516 Balance 325.00
 NXT DATE 6/28/04 REVIEW Balance Due All Counts 430.00

ASSESSMENT/PAYMENT REGISTER of ACTIONS

DATE	CODE	DESCRIPTION	ASSESSMENT	PAYMENT	BALANCE	RECEIPT
10/28/03	MYFE	PENAL COSTS	105.00		105.00	DCSDISP
	MFAT	ATTORNEY FEE	75.00		180.00	DCSDISP
	PBOF	PROB OVRSIGT	200.00		380.00	DCSDISP
	PBSF	PBTN SRG FEE	75.00		455.00	DCSDISP
5/03/04	MYFE	PENAL COSTS		55.00	400.00	D102516
	MFAT	ATTORNEY FEE		75.00	325.00	D102516
		CHECK				

Note: This is a "HOP" line. It allows additional searches/inquiries without going back to the main menu.

NXT **FIN** CASE 04-0501A PTY D01 COUNT 01 INQ _____ ST _____
 F5-Cashcode Balances F9-Print Roa F13-OutQ F24-Prior Screen HELP

Traffic/Criminal Financial ROA

HAPPY VILLAGE Type **LT** **PEND**
 Court 0 Case 04-0330LT Type LT
 P01 LANDLORD/LADY JANE/ VS D01 RENTER/RONNIE/
 LAST RECEIPT: 110.00 D102517 5/03/04

CIVIL FINANCIAL REGISTER of ACTIONS

DATE	PARTY	CODE	DESCRIPTION	CHECK #	AMOUNT	RECEIPT
5/03/04	P01	STF3	CVS \$42		42.00	D102517
	P01	STF2	CVS \$28		28.00	D102517
	P01	CVL3	CVF \$23		23.00	D102517
	P01	CVL2	CVF \$17		17.00	D102517
			CHECK	X1101		

NXT **FIN** CASE 04-0330LT PTY _____ GAR# 00 NAME _____
 F9-Print Roa F13-OutQ F24-Prior Screen HELP

Civil Financial ROA

Financial ROA (FIN) Cash Code Balances

This view displays only the cash codes and dollar amounts associated with the UNPAID monies due to the court on a particular charge.

This screen can only be accessed by pressing **F5-Cashcode Balances** from the Financial ROA of a Traffic/Criminal case.

```
HAPPY VILLAGE
Court 0 CASE 04-0501A   Pty D01   Charge RETAIL FRAUD   Status PROB
Name MARS/MARCUS/A     Type SM
LST PAYMENT 50304       130.00   D102516           Balance 325.00
NXT DATE 7/01/04 SCHED TO PAY           Balance Due All Counts 430.00
      ASSESSMENT/PAYMENT REGISTER of ACTIONS - BALANCES
CODE - DESCRIPTION  BALANCE          CODE - DESCRIPTION  BALANCE
MYFE  PENAL COSTS      50.00
PBOF  PROB OVRSIGT     200.00
PBSF  PBTN SRG FEE      75.00
```

F2-Page Back F9-Print Roa F13-OutQ HELP

Central Name Inquiry

The Central Name Inquiry provides name inquiry and ROA access for all Traffic/Criminal and Civil cases within the District Court. For District Courts who share their AS/400 with other District, Circuit and/or Probate Courts, it will include name inquiry and ROA access to all cases in these courts as well.

The Central Name Inquiry screen can be accessed from the District Online Inquiries Menu by pressing **F21** from the menu.

CENTRAL NAME INDEX

The Central Name Index contains the names of persons associated with cases that have been entered on the computer.

To locate a particular name, type in the person's LAST NAME in the space below. Then press the ENTER key.

A list of names will be displayed beginning with the name that most closely matches the one you selected.

Enter Surname Here: ANDERSON

Press the ENTER key to continue

Enter the last name, or the full name (last/first/middle) and press ENTER

F1=HELP

F3=Exit

CENTRAL NAME INDEX

Type in an option. Press ENTER.

Options: 1=Display Case Summary 2=Print Case Summary to OUTQ PRT04

Position to Name:

Opt	Name CTN	Attorney	Birthdate Judge	Party	Court ID	Case Number/Type Petition Nbr	Sts Pub
—	ANDERSON/JEANNETTE/M		---NA---	P 002	C4803	89-011904	PD C
—	ANDERSON/JEFFERSON/		---NA---	P01	D9992	00-0901	GC C
—	ANDERSON/JEFFERSON/		---NA---	P01	D9992	99-0001	GC C
—	ANDERSON/JERRY/LEE		---NA---	D 001	C4803	89-011504	DO C
—	ANDERSON/JOANN/		---NA---	D01	D9990	1-12	GC C
—	ANDERSON/JOANN/		---NA---	D01	D9990	95-14383SC	SC C
—	ANDERSON/JOHN/		04/04/1934	D01	D9990	04-0601A	OI O
—	ANDERSON/JOHN/		---NA---	AKA	P44	00011668	NC C
—	ANDERSON/JOHN/		---NA---	AK	P22	88000143	AK C
—	ANDERSON/JOHN/		---NA---	AK	P22	88000158	AK C
—	ANDERSON/JOHN/		---NA---	ML	P22	98000097	ML C
—	ANDERSON/JOHN/C		---NA---	DD	P44	00010515	DD C

More...

F1=HELP F3=Exit F11=Alternate View Pageup/down=More Names

The information displayed on this screen includes:

- Name (in alphabetical order beginning with the name requested)
- Birthdate
- Party
- Court ID
- Case number
- Case type
- Status (Example: Close, Open, Prob, NA (*indicates status information is not available*))

Screen Options	
1-Display Case Summary	Type a 1 in the “Opt” field and press ENTER to display the case summary/ROA (Register of Actions).
2-Print Case Summary	Type a 2 in the “Opt” field and press ENTER to print the case summary/ROA to the out queue defined in the top right corner of the screen.
Position to Name	Change to completely different name by typing that name in the “Position to Name” field and press ENTER .

Pressing **F11 - Alt View**, allows additional information to be displayed. View two shown below, displays (if available) the following information: defendant name, CTN (Criminal Tracking Number), attorney, judge, case description (nature of case, i.e. CRIM, CIVIL, TRAF, ESTAT for criminal, civil, traffic, estates, etc.) petition number (juvenile cases only) and public or non-public (indicates if the public is allowed to view the Summary/ROA)

CENTRAL NAME INDEX

Type in an option. Press ENTER.

Options: 1=Display Case Summary 2=Print Case Summary to OUTQ PRT04

Position to Name:

Opt	Name CTN	Attorney	Birthdate Judge	Party	Court ID	Case Number/Type Petition Nbr	Sts Pub
—	ANDERSON/JOANN/ -----NA-----	-----NA-----	---NA--- -----NA-----	D01	D9990	1-12 CIVIL ---NA---	GC C PUB
—	ANDERSON/JOANN/ -----NA-----	-----NA-----	---NA--- -----NA-----	D01	D9990	95-14383SC CIVIL ---NA---	SC C PUB
—	ANDERSON/JOHN/ 63041216411	-----NA-----	04/04/1934 -----NA-----	D01	D9990	04-0601A TRAFF ---NA---	OI O PUB
—	ANDERSON/JOHN/ -----NA-----	-----NA-----	---NA--- PREISEL	AKA	P44 MISC	00011668 ---NA---	NC C PUB

More...

F1=HELP F3=Exit F11=Alternate View Pageup/down=More Names

Pressing **F1 - Help**, allows additional information to be displayed about a specific field. The sample view shown below, displays case types and their descriptions.

CENTRAL NAME INDEX

Type in an option. Press ENTER.

Options: 1=
Po

HELP FOR NAME INDEX

NO	Other Personal Injury	Sts
NP	Products Liability	Pub
NS	Dramshop Act	--
NZ	Other Damage Suits	C
PA	Attachment	C
PE	Small Estates under \$15,000	0
PB	Peace Bonds	C
PC	Proceedings to Restore, Establish, or Correct Records	C
		C
		C
		C

F3=Exit Help
F2=Extended Help
More...

More...

Opt Name

CTN

— ANDERSON

— ANDERSON

— ANDERSON

— ANDERSON

— ANDERSON

— ANDERSON

— ANDERSON

— ANDERSON

F1=HELP F3=Exit

F11=Alternate View Pageup/down=More Names



Tip: Once in the Help screen, you may press **F2-Extended Help** for additional help information.

Combined Calendar

The Combined Calendar Inquiry provides a way to view or print a combined calendar by jurist (judge/magistrate/referee etc), for all JIS courts using the same AS/400, regardless of jurisdiction. *This option is only available if the court has multiple JIS applications on the AS/400 (i.e. District, Circuit, Probate, Juvenile or Family).*

The Combined Calendar screen can be accessed by pressing **F22** from the District Online Inquiries Menu.

CENTRAL CALENDAR REQUEST

JURIST # OR COURTROOM #

P = PRINT or D = DISPLAY D

F3 = EXIT

Type in the jurist bar number and indicate whether you want to display (D) or print (P) the calendar; press **ENTER**. Circuit and Probate/Juvenile Courts may schedule by courtroom number. If you choose Courtroom #, the calendar would not display District Court Cases.

CENTRAL CALENDAR REQUEST

JURIST # 12239 OR COURTROOM # P = PRINT or D = DISPLAY DBEGIN DATE 73004END DATE 73004CIRCUIT COUNTIES 48 DISTRICT COURTS 9990 PROBATE/JUV COURT 44 SPACING BETWEEN CASES 1 (PRINT ONLY)PAGE BREAK BY DATE Y/N Y (PRINT ONLY)

F3 = EXIT

The last date and court parameters requested are retrieved to the screen.
Modify your request by typing over the dates/courts; press **ENTER**.

Calendar Options	
Jurist #	The bar number for the request judge, magistrate, referee, etc.
Courtroom #	Used in the Circuit and Probate/Juvenile (family) modules to identify courtroom number.
Print / Display	Enter a P to print the calendar without viewing. Enter a D to display the calendar on the screen.
Begin Date	Enter the starting date of the calendar to be displayed or printed.
End Date	Enter the last date of the calendar to be printed or displayed. <i>The date range from beginning to end cannot exceed 14 days.</i>
Circuit Counties	Enter the Circuit Court number(s) that identifies the Circuit Court(s) on this AS/400 (e.g. 03, 47, 65 etc.)
District Courts	Enter the District Court number(s) that identifies the District Court(s) on this AS/400 (e.g. 7600, 95B0 etc.)
Probate/Juv Court	Enter the Probate/Juvenile Court number(s) that identifies the Probate/Juvenile court on this AS/400, (e.g. 03, 44 etc.)
Spacing Between Cases	Enter the number of lines between cases, if printing. Options are 1-9.
Page Break Date	Enter a Y if each day of information is to be printed as a separate page.

Below are samples of a Combined Calendar as viewed on the screen.

District Case
Juvenile Case
Circuit Case

Court	Jud/Rm	Case#	Typ	HON. GEORGE R. CORSIGLIA Title	Atty/Off
			FRIDAY	7/30/04	
			AT	8:30 a.m.	
9990		04-0628A-SM	ARRAIGN	D01 SIMPSON/BART/A	SCHLUSSEL
				ASSAULT AGGR	
			AT	9:00 a.m.	
J44		03040901-00-DL	SHOW CAUSE	ROOTER/DRA/ CURFEW VIOLATIONS - UNDERA 30409011 SEXUALLY DELINQUENT PERS C SEX OFF-DVLG REG INF MALIC DESTR SIGNS THROWING OBJ TRAINS/CARS	
9990		04-0501A-SD	SENTENCE	D01 AVRIL/ANNA-MARIE/ OPER INTOX.	
9990		04-0604A-OT	PRETRIAL	D01 SIMMONS/BARBARA/ DRAG RACING	SCHLUSSEL
9990		04-0607A-OT	ARRAIGN	D01 TIMMONS/TIMOTHY/A DR LIC S/R/D	BADDER, WIL
C03		A 97-676767-FH	SENTENCING	D01 JONES, JAMES, JEROME CONT SUBS-STERIODS-USE	
					More...
			F3 = EXIT		

Calendar as displayed on the screen, page 1 above, page 2 below

Probate Case

Court	Jud/Rm	Case#	Typ	HON. GEORGE R. CORSIGLIA Title	Atty/Off
			Probation Violation		
			AT	9:30 a.m.	
J44		03040901-00-DL	ADJUD HRG	ROOTER/DRA/ CURFEW VIOLATIONS - UNDERA 30409011 SEXUALLY DELINQUENT PERS C SEX OFF-DVLG REG INF MALIC DESTR SIGNS THROWING OBJ TRAINS/CARS	
9990		04-0601A-OI	FORMAL HRG	D01 ANDERSON/JOHN/ CARELESS DR	CONLEY
			AT	10:00 a.m.	
9990		04-0621A-OM	PRETRIAL	D01 THOMAS/ANDREA/A POSS MARIJ	KNOWLTON
			AT	10:10 a.m.	
P44		02072402-00-CA	ACCEPTANCE OF TRUST/APPOINTMEN	ROOTER,BOOTS,	
			AT	11:00 a.m.	
9990		04-0618A-FY	EXAM	D01 HILL/HERBERT/A ARSON INSURE	HUNGERFORD
			AT	11:15 a.m.	
					More...
			F3 = EXIT		

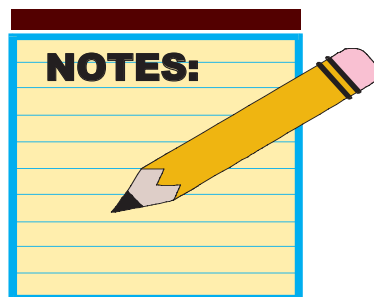
Using the HOP Line

The "HOP" Line can be used in the Traffic/Criminal Module to access the Register of Actions (ROA), Name (NAM), Soundex (SDX), Driver License (DLN), Vehicle Plate Number (VPN), or Financial ROA (FIN) inquiry. In the Civil Module the "HOP" line can be used to access the Register of Actions (ROA), Name (NAM), Soundex (SDX), or Financial ROA (FIN) inquiry. Type the three-letter code for the screen you want to access in the "NXT:" field (i.e. NAM for a name inquiry). Then, type the name in the "INQ" field and press **ENTER**. If you have a case number for your inquiry, type the case number in the "CASE" field. To access the ROA from this screen you may type in ROA in the "NXT" field and the line number that is assigned to the case on the left of the screen in the "CASE" field and press **ENTER**.

HAPPY VILLAGE		TRAFFIC / CRIMINAL INQUIRY					
Court 0							
	Name	Case/Pty/Type	Cnts	Charge	Amt Due	Sts	
1	PAYNE/DINAH/CHER	97-23654	01 OD 01	CARELESS DRV	176.00	DISP	
2	PAYNE/DINAH/CHER	99-20223	01 OD 01	OUIL	1,092.00	DISP	
3	PAYNE/DINAH/CHERYL	02-12357	01 OM 02	OTHR ANM VIO	.00	PEND	

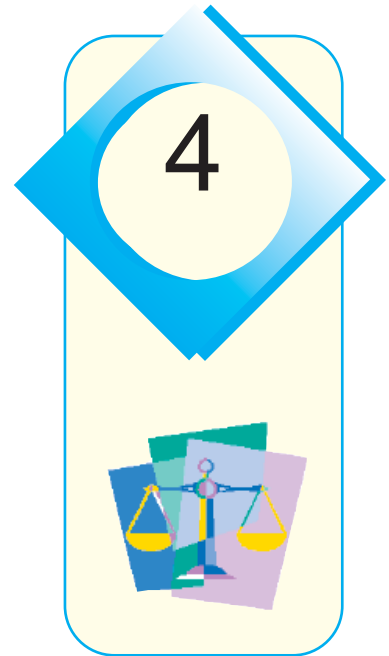
NXT SDX CASE _____ PTY ____ COUNT 00 INQ PAIN ST ____

Function Keys Used-Inquiry Sign-on	
Key	Description
F1 Clear	Clear this screen, remain on the same screen
Top	Go directly to the beginning/top of the ROA
Help	Gives more information about the screen and/or options
F2 Bottom	Go directly to the bottom of the ROA
Extended Help	Additional information on Central Name Index screen
F3 Exit	Exit this screen to the previous screen
F4 Prompt	With the cursor in the promptable field, display more information
F5 Work w/Output	Takes you to printer the output queue to work with printed information or to change the output queue <i>Note: Not all inquiry terminals have ability to print</i>
F7 ROA From Line	Go directly to the ROA by moving the cursor to the line of the case to be accessed
F9 Print	Print the record displayed
F11 Alt View	Allows user to view additional information on defendant/case(s)
F24 Previous Menu/Exit	Exit to the previous screen
Enter Continue	Continue processing the screen
Page/Roll	Page up/down keys will move you to another screen
Help	Pressing the HELP key (Alt/F1 on a PC) will give you more information about the screen and/or options



System Administrator Functions

In this chapter you learn how to create user profiles for new employees and change the system time on the AS/400.



Creating User Profiles

User and Password

At the AS/400 Sign On screen:

- 1) In the *User* field type in QSECOFR.
- 2) Type in the password.
- 3) Press **ENTER**.



Note: If you do not know the password for this sign-on, contact your DP/IS person to complete this task!

CONTACT JIS, if you know the password and require assistance.

On the command line type: **WRKUSRPRF *ALL**, press **ENTER**.

Work with Output Queue

Queue: MARIE Library: QGPL Status: RLS

Type options, press Enter.

1=Send 2=Change 3=Hold 4=Delete 5=Display 6=Release 7=Messages
8=Attributes 9=Work with printing status

Opt	File	User	User Data	Sts	Pages	Copies	Form Type	Pty
(No spooled output files)								

Bottom

Parameters for options 1, 2, 3 or command
 ===> wrkusrprf *all

F3=Exit F11=View 2 F12=Cancel F20=Writers F22=Printers
 F24=More keys

Place a “3” in the *Opt* field of a current user, press **ENTER**. *This is a simple and time saving effort that allows you to copy all the settings from one user for another.*

Work with User Profiles

Type options, press Enter.

1=Create 2=Change 3=Copy 4=Delete 5=Display
 12=Work with objects by owner

Opt	User Profile	Text
—	D9990PURGE	New Test PURGE
—	D9990RON	Ron Ritchie
—	D9990SCM	Shedrick Maynor
—	D9991ADMIN	ADMIN sign-on
3	D9991DCS	Donna Shore
—	D9991D1	Cash Register D1
—	D9991PURGE	PURGE Sign-On
—	D9992ADMIN	D9992 ADMIN
—	D9992DCP	Dinah Payne

Note: For purposes of this example we will use "3", which allows us to copy all the internal settings of an existing profile for a new user profile with minimum complexity.

More...

Parameters for options 1, 2, 3, 4 and 5 or command
 ===>

F3=Exit F5=Refresh F12=Cancel F16=Repeat position to F17=Position to
 F21=Select assistance level F24=More keys

Type the NEW user's profile in the *User profile* field and type their name in the *Text 'description'* field, enclosed with ' '. For example: D9900LML and 'Linda M Lands'. Press **ENTER**.

Create User Profile (CRTUSRPRF)

Type choices, press Enter.

User profile	<u> </u>	Name
User password	<u>*USRPRF</u>	Character value, *USRPRF...
Set password to expired	> <u>*NO</u>	*NO, *YES
Status	> <u>*DISABLED</u>	*ENABLED, *DISABLED
User class	> <u>*USER</u>	*USER, *SYSOPR, *PGMR...
Assistance level	> <u>*SYSVAL</u>	*SYSVAL, *BASIC, *INTERMED...
Current library	> <u>*CRTDFT</u>	Name, *CRTDFT
Initial program to call	> <u>TESTLIBL</u>	Name, *NONE
Library	> <u>QGPL</u>	Name, *LIBL, *CURLIB
Initial menu	> <u>MAIN</u>	Name, *SIGNOFF
Library	> <u>*LIBL</u>	Name, *LIBL, *CURLIB
Limit capabilities	> <u>*NO</u>	*NO, *PARTIAL, *YES
Text 'description'	> <u>'Donna Shore'</u>	

More...

F3=Exit F4=Prompt F5=Refresh F12=Cancel F13=How to use this display
F24=More keys

Create User Profile (CRTUSRPRF)

Type choices, press Enter.

User profile	<u>D9990LML</u>	Name
User password	<u>*USRPRF</u>	Character value, *USRPRF...
Set password to expired	> <u>*NO</u>	*NO, *YES
Status	> <u>*DISABLED</u>	*ENABLED, *DISABLED
User class	> <u>*USER</u>	*USER, *SYSOPR, *PGMR...
Assistance level	> <u>*SYSVAL</u>	*SYSVAL, *BASIC, *INTERMED...
Current library	> <u>*CRTDFT</u>	Name, *CRTDFT
Initial program to call	> <u>TESTLIBL</u>	Name, *NONE
Library	> <u>QGPL</u>	Name, *LIBL, *CURLIB
Initial menu	> <u>MAIN</u>	Name, *SIGNOFF
Library	> <u>*LIBL</u>	Name, *LIBL, *CURLIB
Limit capabilities	> <u>*NO</u>	*NO, *PARTIAL, *YES
Text 'description'	> <u>'Linda M Lands'</u>	

More...

F3=Exit F4=Prompt F5=Refresh F12=Cancel F13=How to use this display
F24=More keys



Note: After an AS/400 profile is created, you **MUST** establish security for that user before they will have access to the modules. See page 1-4

Changing User Profiles

Place a “2” in the *Opt* field of current user to be changed, press **ENTER**. Type the NEW/modified user’s profile in the *User profile* field and type the changed name in the *Text ‘description’* field, enclosed with ‘ ’. For example: D9900LMH and ‘Linda M Hall’. Press **ENTER**.

Work with User Profiles

Type options, press Enter.

1=Create 2=Change **3=Copy** 4=Delete 5=Display
12=Work with objects by owner

Note: For purposes of this example we will use "3", which allows us to copy all the internal settings of an existing profile for a new user profile with minimum complexity.

Opt	User Profile	Text
—	D9990PURGE	New Test PURGE
—	D9990RON	Ron Ritchie
—	D9990SCM	Shedrick Maynor
—	D9991ADMIN	ADMIN sign-on
2	D9991DCS	Donna Shore
—	D9991D1	Cash Register D1
—	D9991PURGE	PURGE Sign-On
—	D9992ADMIN	D9992 ADMIN
—	D9992DCP	Dinah Payne

More...

Parameters for options 1, 2, 3, 4 and 5 or command
===>

F3=Exit F5=Refresh F12=Cancel F16=Repeat position to F17=Position to
F21=Select assistance level F24=More keys

Create User Profile (CRTUSRPRF)

Type choices, press Enter.

User profile	D9990LMH	Name
User password	*USRPRF	Character value, *USRPRF...
Set password to expired	> *NO	*NO, *YES
Status	> *DISABLED	*ENABLED, *DISABLED
User class	> *USER	*USER, *SYSOPR, *PGMR...
Assistance level	> *SYSVAL	*SYSVAL, *BASIC, *INTERMED...
Current library	> *CRTDFT	Name, *CRTDFT
Initial program to call	> TESTLIBL	Name, *NONE
Library	> QGPL	Name, *LIBL, *CURLIB
Initial menu	> MAIN	Name, *SIGNOFF
Library	> *LIBL	Name, *LIBL, *CURLIB
Limit capabilities	> *NO	*NO, *PARTIAL, *YES
Text 'description'	> 'Linda M HALL'	

More...

F3=Exit F4=Prompt F5=Refresh F12=Cancel F13=How to use this display
F24=More keys

Setting the System Time

At the AS/400 Sign On screen:

- 1) In the *User* field type in QSECOFR.
- 2) Type in the password.
- 3) Press **ENTER**.



Note: If you do not know the password for this sign-on, contact your DP/IS person to complete this task!

CONTACT JIS, if you know the password and require assistance.

To change the time on the AS/400:

- **Step 1:** On a command line type WRKSYSVAL QTIME; press **ENTER**.
- **Step 2:** Type a “2” (change in the *Opt* field); press **ENTER**.
- **Step 3:** Type over the existing time, using military time; press **ENTER**.

See examples on the following pages.

Work with Output Queue

Queue: MARIE Library: QGPL Status: RLS

Type options, press Enter.

1=Send 2=Change 3=Hold 4=Delete 5=Display 6=Release 7=Messages

8=Attributes 9=Work with printing status

Opt	File	User	User Data	Sts	Pages	Copies	Form	Type	Pty
(No spooled output files)									

Bottom

Parameters for options 1, 2, 3 or command

==> wrksysval qtime

F3=Exit F11=View 2 F12=Cancel F20=Writers F22=Printers

F24=More keys

Step 1: On a command line type: **WRKSYSVAL QTIME**; press **ENTER**.

Work with System Values				System: OSMSOUTH
Position to	_____	Starting characters of system value		
Subset by Type	_____	F4 for list		
Type options, press Enter.				
2=Change 5=Display				
Option	System Value	Type	Description	
2	QTIME	*DATTIM	Time of day	
Command				Bottom
===> █				
F3=Exit F4=Prompt F5=Refresh F9=Retrieve F11=Display names only				
F12=Cancel				

Step 2: Type a “2” (change) in the *Opt* field; press **ENTER**.

Change System Value	
System value	QTIME
Description	Time of day
Type choice, press Enter.	
Time	<u>15:17:32</u> HH:MM:SS
F3=Exit F5=Refresh F12=Cancel	

Step 3: Type over the existing time; press **ENTER**.